



**DEPUTY
POLICE
CHIEF**



**BOB MURRAY
& ASSOCIATES**
EXPERTS IN EXECUTIVE SEARCH

THE COMMUNITY & ORGANIZATION

The Burbank-Glendale-Pasadena Airport Authority is conveniently located between a cluster of diverse communities with excellent schools, outstanding municipal services, and exceptional recreational facilities. Stationed in Burbank, and only minutes away from Hollywood, the Airport is home to great weather, nearby beaches, and easy access to major freeways. Originally opened in 1930 as United Airport, the Burbank-Glendale-Pasadena Airport Authority served as a hub for regional air travel and played a key role in the Golden Age of Hollywood.

Over the years, the airport underwent several name changes, including Union Air Terminal and Lockheed Air Terminal, reflecting its association with the nearby Lockheed Aircraft Company. In the post-World War II era, the airport experienced significant growth and modernization, playing a crucial role in the development of commercial aviation in Southern California. In honor of the legendary entertainer and humanitarian Bob Hope, the airport was officially renamed Bob Hope Airport in 2003. In 2017, the airport was rebranded as Hollywood Burbank Airport to better reflect its location and serve as a more recognizable gateway to the entertainment capital of the world. Today, the airport continues to evolve to meet the needs of modern air travel, providing essential services to both domestic and international travelers while maintaining a connection to its rich aviation history.

THE DEPARTMENT

The Burbank-Glendale-Pasadena Airport Authority Police Department (BGPAAPD) has a long-standing commitment to the safety and security of travelers, employees, and the community at the Hollywood Burbank Airport. Over the years, the department has actively engaged with the local community and airport stakeholders through community outreach programs, educational initiatives, and events. Today, the BGPAAPD continues to prioritize its mission of providing a secure and welcoming environment by collaborating with federal agencies like the Transportation Security Administration (TSA) and the Federal Bureau of Investigation (FBI) to maintain the highest levels of aviation security.

The department's ongoing dedication to safety ensures that the airport remains a vital transportation hub in Southern California. BGPAAPD has a rich history of keeping the Hollywood Burbank Airport and its surrounding areas safe and secure. Established in 1978, the department has expanded and modernized its operations over the years to address evolving threats to aviation security. In



the aftermath of the September 11, 2001 terrorist attacks, the BGPAAPD played a crucial role in implementing heightened security measures and ensuring compliance with federal regulations. Today, the department is a POST certified agency, providing comprehensive law enforcement and security services to protect passengers, employees, and airport facilities.

THE POSITION

The Deputy Police Chief plays a crucial role in ensuring the effective and efficient delivery of law enforcement services, maintaining a high level of security, and fostering positive community relations within the airport authority's jurisdiction. This senior leadership role assists the Chief of Police in planning, organizing, and directing all aspects of police operations and administration. Primary duties include but are not limited to the following:

- Assisting the Chief of Police in setting strategic goals and objectives for the department.
- Providing strong leadership and direction to sworn and civilian personnel.
- Overseeing and coordinating daily activities of departmental divisions, units, and staff.
- Implementing policies, procedures, and best practices to enhance the department's efficiency and effectiveness.
- Managing and supervising law enforcement operations, including patrol, investigations, traffic enforcement, and special operations.
- Ensuring adherence to legal and regulatory requirements while carrying out law enforcement duties.
- Responding to critical incidents, emergencies, and major events as needed.



- Collaborating with other law enforcement agencies, airport stakeholders, Federal Emergency Management Agency (FEMA), California Governor's Office of Emergency Services Cal-OES, & U.S. Military to maintain security and safety.
- Assisting in the development and management of the department's budget.
- Allocating resources effectively to support operational needs and strategic objectives.
- Monitoring expenditures and identifying cost-saving opportunities.
- Fostering positive relationships with the community, airport stakeholders, and local businesses.
- Participating in community outreach programs and initiatives.
- Addressing community concerns and inquiries promptly and professionally.
- Collaborating with the Chief of Police in developing and updating departmental policies and procedures.
- Ensuring that policies align with industry best practices and legal requirements.

The Deputy Police Chief will also promote a culture of continuous learning, professional development, and ethical behavior, while serving as a mentor and guide to staff. This position will evaluate staff performance and provide feedback, and will oversee recruitment, selection, and training of police personnel. A service minded leader who is collaborative and driven will do well.

THE IDEAL CANDIDATE

The Burbank-Glendale-Pasadena Airport Authority Police Department is seeking an experienced, strategic, and compassionate candidate to serve as the next Deputy Police Chief. The Deputy Police Chief will rely on their courageous leadership skills to drive the Department forward, staying current with new legal, technological, financial, and societal developments. The ideal candidate will possess a deep knowledge of the principles and practices of modern municipal police administration, personnel management, leadership, administration, and community relations; technical and operating principles, practices, and techniques of law enforcement and crime prevention; and police requirements and limitations on police authority. A caring individual that has a proven track record of successful mentorship and outstanding character and integrity is desired. The successful candidate



approaches day-to-day operations with an optimistic, can-do attitude, with a focus on end results and continuous improvement. The incoming Deputy Police Chief will know how to foster healthy internal discussions to arrive at the best outcomes as one cohesive team. An individual who will lead by example, who is highly active in the community while being easily accessible to all stakeholders and staff is essential.

The ideal candidate will also have the ability to plan, implement, and manage department divisions while motivating and developing departmental staff. The ideal candidate will have a demonstrated commitment to community-oriented policing principles, strong leadership, and interpersonal skills, along with excellent written and verbal communication abilities. The incumbent will have knowledge of federal, state, and local laws and regulations related to law enforcement and the ability to work collaboratively with diverse stakeholders. Qualified candidates will possess a Bachelor's degree in Criminal Justice,

Law Enforcement Administration, or a related field. A Master's degree preferred. Candidates must have a minimum of ten (10) years of progressive law enforcement experience, with at least five (5) years in a supervisory position (Lieutenant or above or equivalent), as well as a California POST (Peace Officer Standards and Training) certification. Candidates with pilot experience are highly encouraged to apply.



COMPENSATION

The annual salary range for the Deputy Police Chief is \$205,000 - \$230,000; placement within this range will be dependent on experience and

qualifications. The Agency also offers an attractive benefits package including:

ADDITIONAL COMPENSATION

POST Certification Pay – Eligible for additional pay based on Peace Officer Standards and Training (POST) certification.

Range Qualification Pay – Eligible for additional pay based on qualifications and range qualification status.

PAID TIME OFF

100 Hours of Sick Leave – Generous sick leave accrual to support your well-being.

Two Weeks of Vacation – Earned after the first year of employment to provide work-life balance.

80 Hours of Executive Leave – Accrues on a bi-weekly basis.

PAID HOLIDAYS

10 Paid Holidays – Enjoy paid time off on recognized holidays throughout the year.

WORK SCHEDULE

4-10 Work Schedule – Benefit from a compressed workweek with four 10-hour shifts, providing more flexibility in your schedule.

UNIFORMS

Uniforms Paid for by Department – The department covers the cost of uniforms and dry cleaning, ensuring a professional appearance.

RETIREMENT BENEFITS

401(a) Compensation – Receive a 7% contribution of your salary towards your retirement plan.

Deferred Compensation (457(b)) Match – Eligible for a match of up to 6% of your salary, helping you save for the future.

Social Security – Department pays into Social Security.

HEALTH AND DENTAL INSURANCE

Excellent Health and Dental Insurance Provided – Comprehensive coverage for you and your family's healthcare needs, promoting well-being and financial security.

TO APPLY

If you are interested in this outstanding opportunity, please apply online at:

www.bobmurrayassoc.com

Filing Deadline:

February 12, 2024

Following the closing date, resumes will be screened according to the qualifications outlined above. The most qualified candidates will be invited to personal interviews with Bob Murray & Associates. A select group of candidates will be asked to provide references once it is anticipated that they may be recommended as finalists. References will be contacted only following candidate approval. Finalist interviews will be held with the Burbank-Glendale-Pasadena Airport Authority. Candidates will be advised of the status of the recruitment following selection of the Deputy Police Chief.

If you have any questions, please do not hesitate to call Mr. Jon Lewis at:

(916) 784-9080

