

NATIONAL SEARCH
DEPUTY CHIEF
PELHAM POLICE DEPARTMENT
PELHAM, ALABAMA



Pelham is home to Oak Mountain State Park, which is known for its stunning views and a vast variety of outdoor activities.

THE OPPORTUNITY



A search is underway to attract a highly qualified candidate to serve as Deputy Chief.

We are seeking a dedicated, experienced, and forward-thinking leader to join our police department as Deputy Chief. This vital role offers the opportunity to shape the future of public safety in our community by supporting the Chief of Police in overseeing daily operations, developing strategic initiatives, and fostering a culture of integrity, innovation, and accountability.

As Deputy Chief, you will work alongside a committed team to ensure the safety and well-being of our citizens while championing professionalism and community-focused policing. If you're ready to make a lasting impact, we invite you to take the next step in your leadership journey with us.



CITY GOVERNMENT

The City of Pelham operates under the Mayor/Council form of government with a City Manager by ordinance.

The Pelham City Council sets the overall vision of the City and sets priorities through the annual budget. The Council also approves ordinances, which become the City's local law. The Mayor serves as the policy head of the City and appoints the Fire Chief and Police Chief with City Council approval. The City Manager is responsible for the day-to-day operation and leadership of the governmental functions in the City and serves as the City's Chief Executive Officer. The City Manager receives direction from and reports to the City Council.



The City of Pelham has an exceptional team of department heads whose members appreciate the city government's interdependent nature. Trust is high in the group, and each member is supported and encouraged professionally and personally. Because of this, we have recruited an outstanding and diverse group of leaders. The team includes veteran Pelham employees, those with senior-level experience at other municipalities, including Birmingham, Tuscaloosa, Alabaster, Pensacola, Florida, and Buffalo, New York, and industry experts from the private sector fields of hospital administration, engineering, and higher education. Others are paying attention to the high-caliber leadership team in Pelham and the positive impact we are making in our community. Pelham's previous Director of Development Services was appointed as the Shelby County Engineer, and the former Director of Parks and Recreation was recruited to the City of Asheville, North Carolina, one of the country's fastest-growing cities.

THE COMMUNITY

Incorporated in 1964, Pelham is Shelby County's second-largest city with more than 24,000 residents. Pelham boasts unmatched indoor and outdoor recreational opportunities, a community-inspired school system, and a diverse mix of businesses of all sizes. Our residents enjoy an unparalleled quality of life.

Pelham, Alabama, is a recreation and entertainment destination which helps the City offer and maintain premier amenities and services that enhance the quality of life for those living, working, and visiting the city.

Consistently ranked one of the safest cities in Alabama, Pelham is recognized as One of America's Best Small Towns (Money Magazine), Best Suburbs to Buy a House in America, Places to Live in Alabama, and Places with the Best Public Schools in Alabama (Niche).

Extensive information regarding Pelham and the investments in services and amenities can be found on the City's website, www.pelhamalabama.gov.



LIVING IN PELHAM

Pelham is home to Oak Mountain State Park, Alabama's largest, at 11,584 acres. It draws nearly 780,000 visitors per year.

Ballantrae Golf Club is a favorite for residents and visitors amongst public golf courses and was recently ranked the 4th best public golf course in Alabama (Best Things Alabama).

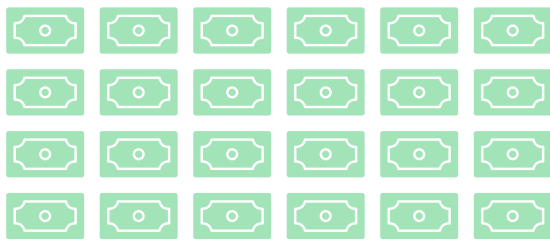
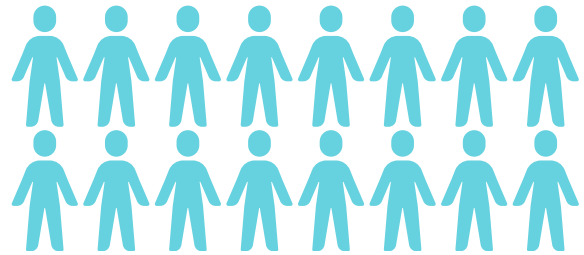
The Pelham Civic Complex & Ice Arena is home to The Birmingham Bulls, a Southern Professional Hockey League team, and boasts two NHL size sheets of ice and more than 7,000 square feet of banquet space.

The Pelham Racquet Club hosts an annual United States Tennis Association Pro Circuit women's tournament that attracts top players from around the world.



BY THE NUMBERS

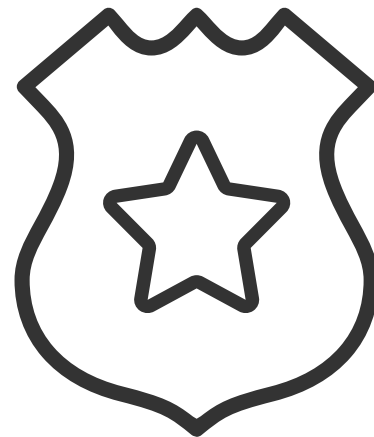
POPULATION
24,318 14% increase
since 2010



MEDIAN HOUSEHOLD
INCOME **\$80,510**
In 2019 dollars



TOTAL CITY
BUDGET
\$70M



POLICE
BUDGET
\$12.9M



THE DEPARTMENT

The Pelham community truly appreciates and supports its police! We are consistently ranked one of the safest cities in Alabama thanks to the professionalism, dedication, and bravery of the men and women of the Pelham Police Department.

Pelham PD is also known for having highly trained officers and cutting-edge technology in the state. Members are often called upon to assist other agencies with investigations, many of which are high-profile. The City Council is highly supportive of Pelham PD's mission and commitment to excellence. Business owners cite the quality of our police and the availability of a quality workforce as the primary factors in choosing to set up shop and call Pelham home.

The Pelham Police Department is a modern, progressive, full-service municipal law enforcement agency dedicated to the ideal of providing superior police services to the community it serves. It is made up of 73 sworn officers, 14 dispatchers, and four professional staff members.

The Deputy Chief is responsible for carrying out administrative, supervisory, and technical police work in assisting the Police Chief in directing all activities and employees of the Police Department. Work is performed with considerable independence and latitude under the direction of the Police Chief.

The Patrol Division is the most visible and recognizable element of the Pelham Police Department. It is divided into two, 12-hour shifts that provide police services within the City of Pelham 24 hours a day, 365 days a year.

The Criminal Investigations Division has the general responsibility of follow-up investigations of all felony and serious misdemeanor crimes committed within the city limits.

The Communication & Records Division consists of the Police & Fire 9-1-1 Dispatch Center and the Records Office, which are responsible for dispatching calls for service to police and fire units and storage of police records for the department and the public.

The Administrative Services Division is responsible for research to develop, update, and implement rules, regulations, and general orders governing the operation of the police department. Additional duties include personnel recruitment and retention, inspection services, internal affairs, budgeting, and accounting.

SPECIALTY UNITS

- Emergency Services
- Evidence Technicians
- Traffic Operations
- Motor Scouts
- Crisis/Hostage Negotiators
- K-9
- SROs
- Field Training Officers
- Code Enforcement
- Bike Patrol
- Honor Guard



THE POSITION



The Deputy Chief is an integral member of the department's leadership team and reports to the Police Chief.

The Deputy Chief's position is responsible for carrying out administrative, supervisory, and technical police work in assisting the Police Chief in directing all activities and employees of the Police Department. Work is performed with considerable independence and latitude under the direction of the Police Chief.

ESSENTIAL DUTIES

- Establishes rules and procedures to be followed by the Police Department as may be necessary for proper law enforcement and criminal apprehension.
- Recommends the appointing and removing of officers and employees within the Police Department within such limits and bounds as prescribed by the Pelham Civil Service statutes and City Administrative Policies.
- Along with the Police Chief, prepares the Police Department's budget and oversees the expenditures during the next fiscal year.
- Oversees timely, accurate and thorough performance evaluations for all Police Department employees.
- Along with the Police Chief, plans and implements Police Department goals and objectives and develops and administers programs, policies and procedures.
- Coordinates Police Department programs, services, and administrative matters with the Police Chief, including attending meetings with administrative staff and keeping the Police Chief informed of key needs, issues, and support requirements.



IDEAL CANDIDATE

The ideal candidate will be a visionary who can enthusiastically embrace challenges and opportunities for improvement.

Pelham is seeking a decision-maker and developer of talent who can ensure the Police Department moves forward to meet the future in an industry that faces new challenges every day. The City is looking for the following skills, attributes, and characteristics in the next Deputy Chief:

SEASONED

An accomplished professional with experience managing, supervising, evaluating, and mentoring others.

ALLY

A team player who promotes cooperation between the department and community stakeholders.

UNIFIER

A genuine individual who builds strong relationships within the Police Department, with the community, and across all city departments.

HUMBLE

An approachable leader who listens to all types of feedback, is willing to act, and accepts responsibility for mistakes.

PROGRESSIVE

An innovative thinker who understands the importance of technology as it relates to modern-day policing.

STRATEGIC

A visionary who will develop and implement a strategic focus on increased public safety by utilizing crime trends and data to support and direct prevention efforts.



QUALIFYING CRITERIA

EDUCATION

Must possess a Bachelor's degree in Criminal Justice, Law Enforcement, Police Science, Criminology, Public Administration, Business Administration, or a related field. Possession of a Master's degree in an appropriate related field is preferred.

EXPERIENCE

Fifteen (15) years sworn law enforcement experience with a minimum of five (5) years in an upper-level supervisory capacity of Lieutenant or other law enforcement equivalent or higher rank in a comparable or larger Police Department.

EXECUTIVE DEVELOPMENT COURSES

Graduation from the Federal Bureau of Investigation National Academy, Southern Police Institute Administrative Officers Course or Command Officer Development Course, Northwestern School of Police Staff and Command, or a comparable, comprehensive police executive leadership program is preferred.

OTHER REQUIREMENTS

Within six (6) months of the hire date, the employee must establish primary residence within a 35-mile radius of Pelham Police Headquarters and must possess and maintain a valid driver's license issued by the Alabama Law Enforcement Agency. All required licenses and certificates, as mandated by local, state, and federal laws or as required herein, must be maintained as a condition of continued employment.

COMPENSATION & BENEFITS

The compensation range is \$108,201.60 - \$134,846.00 and based on qualifications and experience. The City provides an excellent array of benefits, including Tier I retirement through the Retirement Systems of Alabama and health, dental, and vision insurance. A complete list of benefits is available at www.pelhamalabama.gov.

HIRING PROCESS

READY TO JOIN US? HERE ARE THE STEPS:

- Read the [job posting](#) and [apply online](#).
- [Download an application](#) and email along with your cover letter and resume to the Recruiting Coordinator, Paula Holly, at hr@pelhamalabama.gov or apply online at www.pelhamalabama.gov. Applications and resumes will be accepted through 5:00 P.M. on Wednesday, November 20, 2024.
- Selected candidates will participate in a panel interview.
- If offered a conditional offer of employment, the candidate must pass a background check and pre-employment screenings,

The City of Pelham does not discriminate on the basis of race, sex (including pregnancy), color, age, national origin, disability, or any other protected status. We base our hiring decisions on various factors, including skills and ability to perform the job, prior employment experience, employment references as to character and willingness to work, willingness to accept the offered salary and personal interviews. The City of Pelham is an equal-opportunity employer.

