



invites your
interest
in the
position of

Chief of Police

Closing Date: August 26, 2018

THE POSITION

The Chief of Police reports to the City Manager and serves as a key member of the City's Leadership Team. This position leads a team including two lieutenants, sergeants, police officers, detectives, dispatchers, records clerk, administrative assistant, police services support technician, community services officer, community services aides, and police volunteers. Together they comprise a proud and professional force that works diligently to provide professional police services in partnership with the community.

By employing its community policing/problem-solving philosophy, the department strives to work with residents, businesses, and all stakeholders to maintain community viability.

The department is a progressive, innovative, and community oriented policing agency committed to ensuring the City's exceptional quality of life.

The City is seeking a strong, hands-on leader with solid ethics and integrity who has the ability to focus on teamwork, respond timely to staffing requirements, and implement organizational development and modern police tactics.

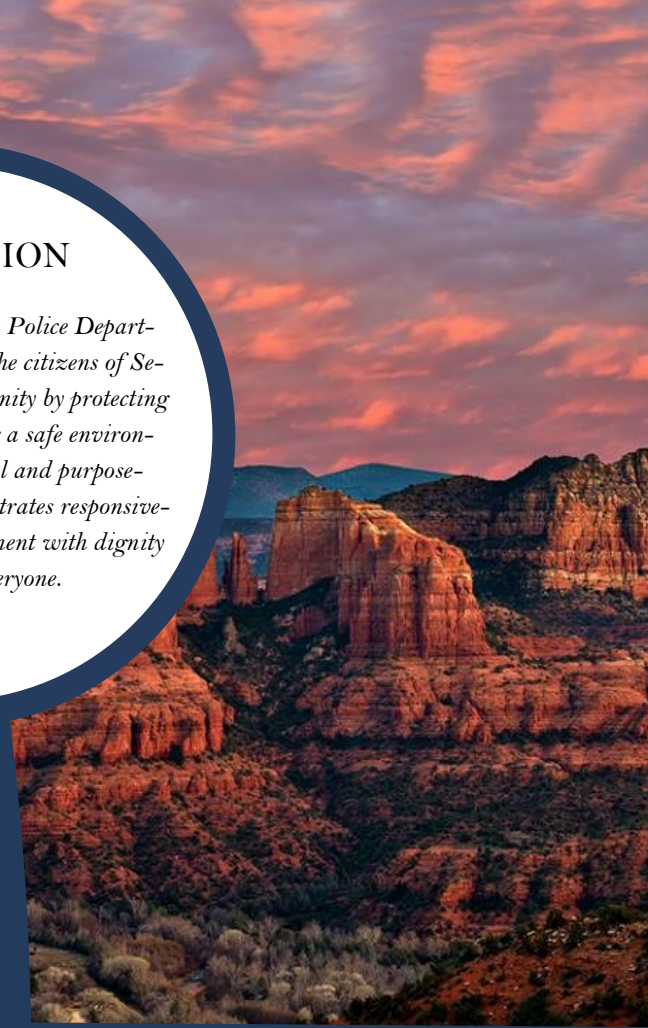
The Chief will be positive, energetic, and capable of working in a collaborative manner. It is expected that the new Chief will have strong communication skills, utilize community policing, provide solid leadership, and have a personality style that is comfortable in a small community.

The Chief will also demonstrate key personal traits including being respectful and sensitive in dealing with a diverse community and staff, honest, trustworthy, ethical, straightforward, apolitical, approachable and accessible, and an active listener.

The Chief's passion for police work in service to the community will be a hallmark of his/her daily endeavors.

OUR MISSION

The mission of the Sedona Police Department, in partnership with the citizens of Sedona, is to serve our community by protecting life, property, and creating a safe environment through professional and purpose-driven policing that demonstrates responsiveness, integrity and commitment with dignity and respect to everyone.



THE ORGANIZATION

The Police Department currently serves a population of 10,000 residents and several million annual visitors over a service area of approximately 19 square miles.

The City of Sedona operates under the Manager-Council form of government with six Council Members and one elected Mayor.



The Council appoints the City Manager, who is responsible for carrying out policy enacted by the Council, and overseeing administration of the City.

Sedona currently has a staff of approximately 135 employees and City departments include the City Manager, City Attorney, City Clerk, Community Development, Economic Development, Public Works, Finance, Human Resources, Information Technology, Magistrate Court, Parks and Recreation, Police, and Wastewater (special districts provide fire services and water).

The City enjoys a high degree of public involvement and collaboration on its boards, commissions, and advisory groups within the City. Citizens are active and engaged in Sedona's civic life.

CHALLENGES

Over the last several years, the City has seen a rise in tourism and as a result an increase in visitors and traffic. The City is continuing to find ways to help with the additional traffic during the peak seasons with assistance and coordination with the Police Department.

The Department has historically struggling to retain staff but has enjoyed strong retention the last two years.

Commercial and residential growth in Sedona and the Verde Valley is expected to continue at a brisk pace and a number of major projects that were delayed by the recession will begin construction in 2018 and 2019.

The Sedona area hosts a number of large and small tourism-based companies and traffic has continued to be an concern to both businesses and citizens. The department will need to continue to find new ways to communicate with the public, measure performance, and analyze crime trends to effectively serve the community.

Newly implemented social media tools present an opportunity to provide timely and accessible communications. This position will need to understand the appropriate role of technology and advise the City Manager of issues that may become public concerns.



The City of Sedona is ranked as the 4th safest city in the state of Arizona.

*Niche 2018 Report on Safest Places to Live in Arizona
Ranking based on data from the FBI and U.S. Census*

EXPERIENCE and EDUCATION

Bachelor's degree from an accredited college or university with major coursework in police science, criminal justice, public administration, or a related field.

Ten years of broad and extensive law enforcement experience including five or more years as chief or equivalent to assistant chief; training certifications in leadership and/or organization development; knowledge of modern policing practices and principles; graduation from the FBI National Academy; technical and administrative phases of crime prevention and law enforcement, including investigation and identification, patrol, traffic control, juvenile delinquency control, record-keeping, and care and custody of persons and property; laws, ordinances and regulations affecting the work of the department; or similar advanced training is preferred or any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the work.

Candidate should possess strong administrative, financial, operational, and organizational skills, along with solid public relations/community policing experience.

Must possess or be capable of obtaining an Arizona police officer certification.

CANDIDATE PROFILE

The ideal candidate is a skilled leader with superior communication skills. As a leader, knowledge of and experience in the application of contemporary policing strategies and technologies is a critical skill for this small but high-performing department as is a thorough understanding of personnel management. Experience working in Arizona is preferred but not compulsory.

The ideal candidate will provide progressive leadership and maintain open lines of communication with all functional units in the department. The ideal candidate should be receptive to new ideas and stay current on policing trends. They will demonstrate support for department staff and work well with both police staff and city employees.

Important management strengths include the ability to make timely and informed decisions, to delegate and develop key staff, to remain approachable and open and to maintain accountability at all levels in the department through appropriate performance management systems.

The Department has an excellent relationship with our small community and this individual will be expected to maintain and advance those positive relationships.



COMPENSATION and BENEFITS

The current salary range for the Chief of Police is \$96,241.00 to \$131,518.00 annually. Salary placement for the top candidate will depend on experience and education.

The City of Sedona offers a competitive benefit package that includes:

- Public Safety Personnel Retirement System
- 100% City-paid health, dental and vision coverage for employee
- Substantial contributions to health, dental and vision coverage for dependents
- City provided \$50,000 group term life insurance
- Short-term disability
- Ninety-six hours of PTO time
- Generous vacation accrual rates
- Eleven paid holidays
- Deferred compensation – Optional IRS 457 plans
- Wellness programs
- Relocation assistance
- Free on-site exercise facilities
- Take-home vehicle



HOW TO APPLY

To be considered for this exceptional career opportunity, submit your résumé, cover letter, AZ POST Personal History Form, a list of six work-related references (who will not be contacted without prior notice) and current salary by August 26, 2018.

Your résumé should reflect years and months of employment, beginning/ending dates as well as size of staff and budgets you have managed.

Please submit your materials electronically as one file to HumanResources@SedonaAZ.gov

The City will select candidates to participate in an interview process in Sedona within weeks of the closing date. This recruitment is open until filled.

Deadline to Apply: August 26, 2018

Finalist in-person interviews: Mid-September 2018

All dates are approximate.

Tel: 928-203-5189 • **Fax:** 928-282-1394

E-mail: HumanResources@SedonaAZ.gov

Website: www.SedonaAZ.gov