



The City of Sedona is seeking a dynamic leader for the position of  
**DEPUTY POLICE CHIEF**



# THE POSITION

The Deputy Police Chief reports to the Chief of Police and serves as a key member of the Police Department's leadership team. This position assists in leading a team which includes lieutenants, sergeants, police officers, detectives, dispatchers, records clerk, administrative assistant, police services support technician, community services officer, community services aides, and police volunteers. The department staff comprises 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 Deputy Police Chief will be positive, energetic, and capable of working in a collaborative manner. It is expected that the new Deputy Police 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 Deputy 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 Deputy Police 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 9,700 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 160 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, Sustainability, 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

As with many police agencies, the Sedona Police Department has faced staffing issues over the past couple of years. Recruitment has been expanded to nationwide searches and the department has successfully hired multiple candidates from out-of-state.

Commercial and residential growth in Sedona and the Verde Valley is expected to continue at a brisk pace and the area is experiencing a lack of affordable housing.

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.

Weekend and holiday traffic continue to be a concern in heavily populated tourist areas.

The department will need to continue to find new ways to communicate with the public utilizing new social media tools, measure performance, and analyze crime trends to effectively serve the community.



*The City of Sedona is ranked as the one of the safest cities in the state of Arizona.*

*Niche 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, preferably with a major in police or police administration, organization management or a related field.

Candidates should have ten years or more of sworn police service including two or more years as an administrator, and a minimum of five years cumulative in a supervisory capacity.

Completion of advanced courses in law enforcement supervision and management is highly desirable.

Candidates must also be knowledgeable of 21st century policing practices, modern procedures and methods of police administration, applicable federal and state law, search and seizure, use of police records and their applications to solutions, proper and ethical legal police tactics, budget preparation, monitoring, and administration and supervising, evaluating, training and motivating employees.

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

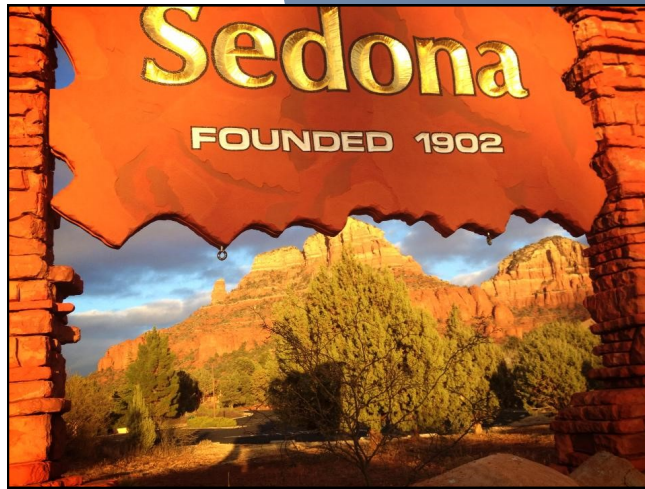


## COMPENSATION and BENEFITS

The salary for the Deputy Police Chief ranges up to \$129,480.00 annually depending on experience and qualifications.

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
- On-site exercise facility
- 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 September 25, 2022.

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](mailto: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:** September 25, 2022



**Tel:** 928-203-5189

**E-mail:** [HumanResources@SedonaAZ.gov](mailto:HumanResources@SedonaAZ.gov)

**Website:** [www.SedonaAZ.gov](http://www.SedonaAZ.gov)