



Chief of Police Job Detail

City of Westmorland
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JOB ANNOUNCEMENT

Title: Chief of Police

Department: City of Westmorland Police Department

Location: Westmorland, CA

Open: July 1, 2023

Closes: Until filled

Job Summary:

The Chief of Police directs the operations and activities of the Police Department. The Chief of Police is responsible for the preservation of peace within the community, protection of life and property, and enforcement of state law, federal law where applicable, and local ordinances.

Duties:

- The Police Chief is responsible for the supervision, direction, training, and management of the Police Department staff according to the Standard Operating Procedures and Policies of the department and the Bureau of Law Enforcement Standards.
- Supervises and participates in the development of departments operating budget, monitors and controlling expenditures, and makes adjustments throughout the fiscal year as necessary.
- Implements and supervises staff training and certifications.
- Establishes and maintains a working environment conducive to positive moral, individual style, quality, creativity, and teamwork.
- Prepares and updates short- and long-range strategic plans to ensure the department's contribution to the City's overall plans and strategies.
- Establishes and maintains cooperative relationships with other law enforcement agencies in the area, including attending meetings, providing reports, and general correspondence.
- Directs ongoing research into new law enforcement technologies and trends, and recommends implementation of programs and equipment to help the Department achieve objectives more efficiently.
- Directs planning and presentation of crime prevention and safety promotion programs through the community.
- Directs analyses of crime trends, juvenile delinquency, traffic conditions, narcotics issues, and related law enforcement concerns in the community; implements appropriate actions to meet needs surfaced by these analyses.
- All primary job responsibilities in standard Police Officer assignments.
- Enforces state and federal laws and other codes and ordinances.
- Makes arrests of violators of criminal law, which may involve participation in raids.
- Patrols assigned area of responsibility in an effort to reduce or control the number of crimes committed.

- Supervises the serving of warrants and subpoenas issued by courts of law.
- Supervises the work of subordinates where major crimes, accidents or other unusual incidents requiring the exercise of police power are involved.
- Reviews and approves correspondence.
- Conducts investigation of crimes, secures crime scenes, and gathers evidence.
- Responsible for investigation
- Selects, assigns, promotes, and disciplines departmental personnel in accordance with the City of Westmorland's Policies and Procedure Manual.
- Responsible for coordinating Asset Removal and Forfeiture.
- Works with Grant Writing Manager on PL-638 and other grants.
- Works on MOU's with local jurisdictions.
- Other duties as assigned.

Minimum Qualifications:

- Must be at least 21 years of age.
- An Associates of Arts Degree in Criminal Justice and Law Enforcement (similar or equivalent to)
- Minimum ten years of broad and extensive law enforcement experience and three years of proven administrative and supervisory experience.
- Holds a California P.O.S.T. Supervisory Certificate; P.O.S.T. Management Certificate Preferred.
- Ability to prepare and present comprehensive written reports on enforcement goals, objectives, practices and results.
- Ability to exercise independent judgment in complex situations with minimal supervision or direction.
- General knowledge of Highway Interdiction and Commercial Traffic Enforcement.
- Ability to perform general job responsibilities of patrol and criminal investigations
- Ability to maintain the physical standards required of subordinates and present a professional image to the public and other law enforcement agencies.
- Ability and willingness to attend additional training to maintain certification and further career development.
- Working knowledge of state and federal codes, rules and regulations
- Must have a valid Driver's License
- Must pass a criminal background investigation.
- Must pass pre-employment alcohol/drug screening.

Physical Requirements:

- Ability to hear conversations without the use of a hearing aid.
- Have unrestricted use of all extremities.
- May on occasion lift and carry heavy objects of 50 pounds or less.

Job Type: Full-time