



Job Vacancy

Class Title:	Police Chief
Salary:	\$96,767.23 - \$123,593.60

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

PURPOSE

The Police Chief plans, coordinates, and directs the activities of the Police Department to include managing resources and establishing departmental goals and objectives while delivering efficient and effective public safety services to the community. Will also oversee the administration and operations of the Police Department consisting of the Patrol, Investigations, and Support Services Divisions.

ESSENTIAL FUNCTIONS

Knowledge of pertinent Federal and State Laws and City Ordinances along with modern methods and practices of criminal Investigation and identification.

Ensures departmental compliance with all applicable codes, laws, rules, regulations, standards, policies and procedures: ensures adherence to established safety procedures; monitors work environment and use of safety equipment to ensure safety of employees and other individuals; and initiates any actions necessary to correct deviations or violations.

Ensures proper enforcement of all applicable codes, ordinances, laws and regulations (both traffic and criminal) in order to protect life and property, prevent crime, and promote security.

Assesses community crime prevention and traffic safety needs. Investigates new methods, technologies, laws, and programs to strengthen and improve current levels of service.

Administers labor relations, internal review and legal issues ensuring department operations are consistent with current laws and regulations.

Develops long and short-term goals, plans, and objectives for the department: researches, assesses and meets current and future community law enforcement needs through workforce deployment, equipment use, and community relations programs.

Develops, implements, and updates department policies and procedures: formulates and develops work methods and practices, policies, standard operating procedures, training programs, and general orders; monitors implementation of departmental rules and regulations; updates departmental guidelines according to federal, state, or local legislation; and oversees training programs.

Develops and implements departmental budget: monitors expenditures to ensure compliance

POLICE CHIEF

with approved budget; coordinates with division staff members regarding division budgets; prepares projected capital expenditure requests; and approves expenditures in compliance with approved budget.

Compiles and/or monitors various administrative and/or statistical data; performs research; makes applicable calculations; analyzes data and identifies trends; and prepares/generates reports and maintains records.

Oversee the preparation of the Police Department annual report, state crime reports, and other reports as needed.

Oversees, directs, and assigns/conducts criminal investigations; provides consultation and professional or technical expertise on major investigations; participates in court activities; and testifies in judicial proceedings, as needed.

Responds to all major/critical incidents; and requests and directs additional emergency personnel, other divisions, departments, outside agencies, or others as needed.

Advises and assists in complex criminal or other investigations as required. May assume direct command of forces in emergency situations or major law enforcement operations as needed.

Consults/collaborates with city staff, elected officials, committee members, partnering agencies, and the community at large as needed to review department operations or activities, review/resolve problems, receive advice and direction, and provide recommendations.

Creates/maintains positive public relations with the general public and represents the City during public presentations to community and neighborhood groups as well as coordinates communication to news media when needed.

Engages and interacts with other criminal justice agencies with common jurisdiction to ensure that criminal justice goals are consistent. Serves as a liaison to developers of industrial, business, and commercial areas regarding law enforcement needs.

Performs other related duties as assigned.

MINIMUM QUALIFICATIONS (TRAINING AND EXPERIENCE REQUIREMENTS)

Bachelor's degree in Criminal Justice, Political Science, Business or Public Administration, Psychology, or related field.

Master's Degree in Criminal Justice or Public Administration preferred.

Fifteen (15) years of progressively responsible certified law enforcement experience to include five (5) years of supervisory experience along with five (5) years of managerial and administrative responsibility at the rank of Captain or above.

POLICE CHIEF

Licenses and Certifications

Possess and maintain a valid Georgia driver's license.

Possess a valid Georgia P.O.S.T. Peace Officer certification.

Possess Advanced or Executive Law Enforcement certification through the Georgia Peace Officer Standards and Training (POST) Council.

Possession of Post Managerial Certificate.

Graduation from POST Command College, FBI National Academy, or comparable training diploma preferred.

PHYSICAL DEMANDS

The work is typically performed sitting, standing, walking, running, bending, crouching, or stooping intermittently. The employee must occasionally lift light or heavy objects, use equipment requiring a high degree of dexterity, be able to distinguish between shades of color, and use the physical force necessary to arrest and restrain persons.

WORK ENVIRONMENT

The work is performed indoors, in a vehicle, and outdoors. The employee is exposed to occasional inclement weather, infectious diseases, irritating chemicals, and life-threatening situations. The work may require the use of protective equipment such as masks or gloves.

The City of Austell is an Equal Opportunity Employer. The City of Austell does not discriminate based on race, color, national origin, sex, religion, age or disability in employment or the provision of services. In compliance with the American with Disability Act, the city will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

How to apply:

Complete/submit an application on the City of Austell's website (<https://austellga.gov/>) or click the link below.

[Application for Employment](#)