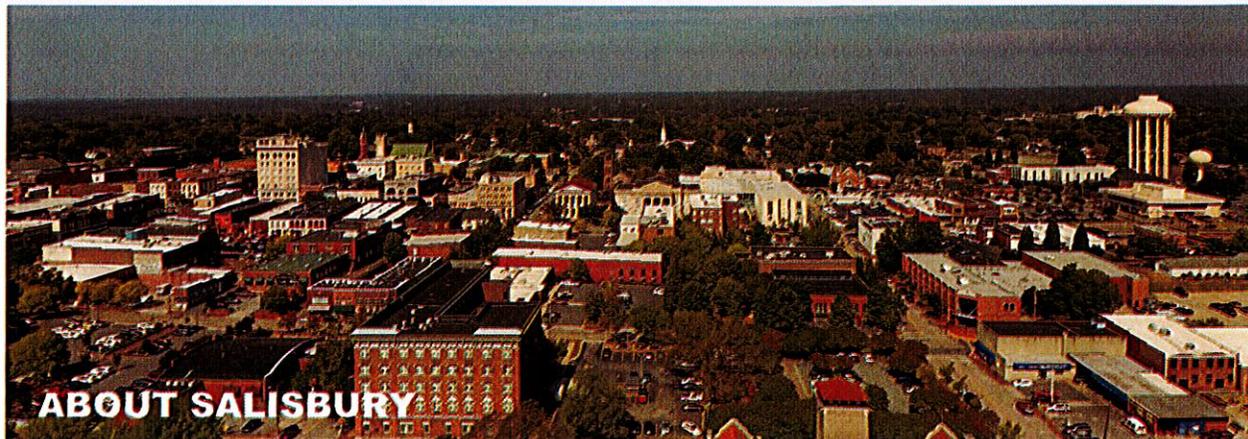


DEPUTY POLICE CHIEF

City of Salisbury, NC



The City of Salisbury was founded in 1750. The area is rich with centuries of history and adventure while maintaining the charm and character distinct to the region. By 1855, Salisbury had become an important rail junction, connecting the Piedmont to eastern North Carolina.

The City of Salisbury, the county seat of Rowan County, is located in the Piedmont area of North Carolina. Located on Interstate 85, 35 miles northeast of Charlotte and southeast of Winston-Salem, Salisbury is within one days' travel time of any major city on the east coast and is located at the crossroads of I-85, U.S. 29, 52, 70, 601 and N.C. 150. Over 3 million people live within 90 miles of Salisbury, 1.5 million within 55 miles and 60% of the population of the United States is located within an overnight drive of the City.

THE CULTURE

The Salisbury community is an area rich in cultural resources with tremendous citizen support and stewardship for arts and cultural development. Salisbury boasts a tradition of valuing arts and diligently strives to protect existing resources while linking arts and cultural resources to key economic, neighborhood development, educational, and social goals of the broader community.

Salisbury is characterized by a strong commitment to historic preservation, high levels of arts and cultural activity, a citizen base that places high value on arts education, and a strong local tradition of civic volunteerism. The city offers a growing, strong population of professional and amateur artists drawn from many disciplines with vast support from local patrons and foundations.

According to the 2010 Census 33,663 people lived in Salisbury, an increase of 27.8% since the year 2000. The City's population included 10,276 households representing 6,186 families and a resulting population density of 1,488.3 people per square mile. The racial makeup of the City was 57.30% White, 37.56% African American, 0.28% Native American, 1.39% Asian, 0.006% Pacific Islander, 1.92% from other races and 1.48% from two or more races. Hispanic or Latino of any race made up 4.30% of the population. The median income for a household in Salisbury according to recent data was \$32,923.



THE POLICE DEPARTMENT

The City of Salisbury Police Department is a full-service, internationally accredited Police Department whose mission is to provide quality, law enforcement services with honest, fair and ethical treatment of all. The department received its most recent re-accreditation status in the spring of 2011, for its seventh consecutive term. This is an accomplishment that the men and women of the department are very proud of, as it puts them among other highly ranked agencies. An accredited police organization must meet very high and proven standards, which helps the agency to operate efficiently as well as in a structured and professional manner.

There are ninety three employees within the Salisbury Police Department. Eighty three of these employees are sworn officers who serve within the ranks of the Salisbury Police Department who are proud to serve their community, consider it a true honor and privilege to serve our community and are committed to providing our citizens with quality law enforcement.

GENERAL DEFINITION OF WORK

Performs difficult advanced protective services work assisting with planning, organizing and administering daily police operations, scheduling and assigning personnel and equipment, preparing and presenting directives and reports, developing training programs, overseeing internal affairs investigations, maintaining records and files, and related work as apparent or assigned. Work is performed under the limited supervision of the Police Chief. Departmental supervision is exercised over all personnel in the absence of the Police Chief.

QUALIFICATION REQUIREMENTS

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required and are not necessarily actual functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

ESSENTIAL FUNCTIONS

- Performs duties in accordance with the City's keys to excellent customer service; acts as team or group leader in the implementation of adopted city outcomes and goals.
- Performs administrative duties and tasks of substantial difficulty, including command, coordination, planning, staffing, scheduling, budgeting and program development and evaluation.
- Performs administrative and executive management duties; coordinates and performs follow-up studies of operational plans and programs.
- Attends scheduled staff conferences and participates effectively in promoting overall division management.
- Manages personnel resources by effectively maintaining staffing schedules, distribution of work and motivation of personnel.
- Recognizes problems and provides viable alternatives for problem resolution.
- Exercises continuous budgetary control over all resources; prepares grant applications and administers appropriate grants.
- Maintains a high level of understanding of policies, rules and regulations and openly promotes compliance with minimum supervision.
- Monitors quality performance of personnel and programs and fairly evaluates each.
- Develops, implements and reviews division goals and objectives including those assigned by the City Council, the City Manager and the Police Chief.
- Coordinates division activities with other city departments, outside agencies and the organization.
- Initiates, conducts, reviews and coordinates needed personnel transactions including classification, compensation, evaluation, promotion, transfer, discipline and termination in conjunction with the Police Chief and the Human Resources Director.
- Carries out the intent of the overall mission of the department as the task(s) relates to the assignment.
- Reviews and approves reports and written communications pursuant to assignment.
- Provides staff assistance to the Police Chief and the City Manager.
- Participates on boards, commissions and as a member of review boards.
- May be required to work outside normal work hours.

KNOWLEDGE, SKILLS AND ABILITIES

- Comprehensive knowledge of the laws and regulations relating to law enforcement administration
- Comprehensive knowledge of department rules and regulations
- Thorough knowledge of city laws and ordinances

- Thorough knowledge of the geography of the City and the location of important buildings
- Ability to assign, direct and supervise the work of subordinate staff
- Ability to deal with the public firmly and tactfully
- Ability to analyze complex police problems and to adopt quick and effective reasonable courses of action
- Skill in using firearms and operating a motor vehicle
- Ability to establish and maintain effective working relationships with associates, the media, city officials, elected officials, attorneys, outside governmental organization representatives and the general public

EDUCATION AND EXPERIENCE

Bachelor's degree with coursework in political science, criminal justice, or related field and considerable experience of an increasingly responsible nature in law enforcement, or equivalent combination of education and experience.

PHYSICAL REQUIREMENTS

This work requires the regular exertion of up to 10 pounds of force and occasional exertion of up to 100 pounds of force; work regularly requires speaking or hearing, using hands to finger, handle or feel and reaching with hands and arms, frequently requires sitting and occasionally requires standing, walking, climbing or balancing, stooping, running, kneeling, crouching or crawling, tasting or smelling, pushing or pulling and lifting; work requires close vision, distance vision, ability to adjust focus, depth perception, color perception, night vision and peripheral vision; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, using measuring devices, operating motor vehicles, firearms or equipment and observing general surroundings and activities; work regularly requires exposure to outdoor weather conditions, frequently requires working near moving mechanical parts, working in high, precarious places and exposure to vibration and occasionally requires exposure to fumes or airborne particles, exposure to toxic or caustic chemicals, exposure to the risk of electrical shock, working with explosives and exposure to bloodborne pathogens and may be required to wear specialized personal protective equipment; work is generally in a moderately noisy location (e.g. business office, light traffic).



SPECIAL REQUIREMENTS

- Possession of or ability to obtain North Carolina Law Enforcement certification within one year of employment.
- Must meet and maintain all department and State training and education requirements for position.
- Valid driver's license in the State of North Carolina or ability to obtain one.

SALARY RANGE

Salary is negotiable for this FLSA exempt position.

APPLICATION PROCESS

Please apply online at www.salisburync.gov/hr

For questions please call/visit:

City of Salisbury Human Resources Department, City Office Building, 132 North Main Street, 2nd Floor. Phone: (704) 638-5217 Email: hures@salisburync.gov

Closing Date: Open Until Filled

First review of applications will begin on **October 1, 2020**



Deputy Police Chief

FLSA Status: *Exempt*

General Definition of Work

Performs difficult advanced protective services work assisting with planning, organizing and administering daily police operations, scheduling and assigning personnel and equipment, preparing and presenting directives and reports, developing training programs, overseeing internal affairs investigations, maintaining records and files, and related work as apparent or assigned. Work is performed under the limited supervision of the Police Chief. Departmental supervision is exercised over all personnel in the absence of the Police Chief.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required and are not necessarily actual functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Essential Functions

Performs duties in accordance with the City's keys to excellent customer service; acts as team or group leader in the implementation of adopted city outcomes and goals.

Performs administrative duties and tasks of substantial difficulty, including command, coordination, planning, staffing, scheduling, budgeting and program development and evaluation.

Performs administrative and executive management duties; coordinates and performs follow-up studies of operational plans and programs.

Attends scheduled staff conferences and participates effectively in promoting overall division management.

Manages personnel resources by effectively maintaining staffing schedules, distribution of work and motivation of personnel.

Recognizes problems and provides viable alternatives for problem resolution.

Exercises continuous budgetary control over all resources; prepares grant applications and administers appropriate grants.

Maintains a high level of understanding of policies, rules and regulations and openly promotes compliance with minimum supervision.

Monitors quality performance of personnel and programs and fairly evaluates each.

Develops, implements and reviews division goals and objectives including those assigned by the City Council, the City Manager and the Police Chief.

Coordinates division activities with other city departments, outside agencies and the organization.

Initiates, conducts, reviews and coordinates needed personnel transactions including classification, compensation, evaluation, promotion, transfer, discipline and termination in conjunction with the Police Chief and the Human Resources Director.

Carries out the intent of the overall mission of the department as the task(s) relates to the assignment.

Reviews and approves reports and written communications pursuant to assignment.

Provides staff assistance to the Police Chief and the City Manager.

Participates on boards, commissions and as a member of review boards.

May be required to work outside normal work hours.

Knowledge, Skills and Abilities

Comprehensive knowledge of the laws and regulations relating to law enforcement administration; comprehensive knowledge of department rules and regulations; thorough knowledge of city laws and ordinances; thorough knowledge of the geography of the City and the location of important buildings; ability to assign, direct and supervise the work of subordinate staff; ability to deal with the public firmly and tactfully; ability to analyze complex police problems and to adopt quick and effective reasonable courses of action; skill in using firearms and operating a motor vehicle; ability to establish and maintain effective working relationships with associates, the media, city officials, elected officials, attorneys, outside governmental organization representatives and the general public.

Deputy Police Chief

Education and Experience

Bachelor's degree with coursework in political science, criminal justice, or related field and considerable experience of an increasingly responsible nature in law enforcement, or equivalent combination of education and experience.

Physical Requirements

This work requires the regular exertion of up to 10 pounds of force and occasional exertion of up to 100 pounds of force; work regularly requires speaking or hearing, using hands to finger, handle or feel and reaching with hands and arms, frequently requires sitting and occasionally requires standing, walking, climbing or balancing, stooping, running, kneeling, crouching or crawling, tasting or smelling, pushing or pulling and lifting; work requires close vision, distance vision, ability to adjust focus, depth perception, color perception, night vision and peripheral vision; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, using measuring devices, operating motor vehicles, firearms or equipment and observing general surroundings and activities; work regularly requires exposure to outdoor weather conditions, frequently requires working near moving mechanical parts, working in high, precarious places and exposure to vibration and occasionally requires exposure to fumes or airborne particles, exposure to toxic or caustic chemicals, exposure to the risk of electrical shock, working with explosives and exposure to bloodborne pathogens and may be required to wear specialized personal protective equipment; work is generally in a moderately noisy location (e.g. business office, light traffic).

Special Requirements

Possession of Advanced Law Enforcement certification.

Must meet and maintain all department and State training and education requirements for position.

Valid driver's license in the State of North Carolina.