CITY OF MUKILTEO

POLICE CHIEF

RECRUITMENT

$113,115 - $137,492

APPLICATION DEADLINE: NOVEMBER 7, 2016

CITY OF MUKILTEO

OUR COMMUNITY

Mukilteo is a waterfront community situated on Puget Sound, approximately 25 miles north of Seattle. This scenic area has views of the Olympic Mountains to the west and the Northern Cascade Mountains to the north and east. Mukilteo retains its friendly hospitality and welcomes visitors with its scenic setting by the Sound.

Rich in history, Mukilteo was the site of the 1855 Point Elliott Treaty signed between Territorial Governor Isaac Stevens and 82 Indian Leaders representing 22 tribes. Mukilteo is home to the 1906 Mukilteo Lighthouse and Mukilteo Lighthouse Park, which attract nearly a million visitors annually. Mukilteo balances its sedate and picturesque setting with its role as a transit hub for 2.4 million vehicles and over 4 million commuters who utilize the Sound Transit Train Station, Washington State Ferry service, and State Route 525.

In a twenty-city comparison within Snohomish County, Mukilteo ranked as the 6th lowest overall in property tax rate and the 2nd lowest in city crime rate in Snohomish County. Mukilteo is a safe, attractive community with the kind of services and amenities that continue to attract national attention. Money Magazine named Mukilteo the 10th best town in the United States in 2009 and Business Week Magazine named Mukilteo one of the best affordable suburbs of 2006.

Today the city's population is 21,070 and its diverse, multi-cultural residents continue to share a great sense of pride, history and tradition of community involvement. Mukilteo amenities include an award winning public golf course, quaint shopping areas, restaurants, financial institutions, and several parks and open spaces for recreational opportunities. The city is also a neighbor to the Boeing Company, Paine Field Regional Airport and other major employers along a technology corridor that reaches from northern King County through Mukilteo.

The city provides police and fire services, street improvements and maintenance, community development services, general administrative services, parks and recreation management, and owns and operates a storm drainage utility. Community involvement and active community policing is a major goal of the Mayor so that the seeds of crime can be tackled before they are allowed to grow and where the police department is fully integrated and involved in community life.

DEPARTMENT MISSION AND CORE VALUES

The mission of the Mukilteo Police Department is to provide professional police service for and with the community. To achieve this mission, employees employ core values of:

- **Professionalism** – With pride we enforce the law with compassion, fairness, and respect for all. We strive for excellence in service by being a highly trained, self-disciplined, and motivated team.
- **Integrity** – We hold ourselves accountable to the highest standards of moral and ethical conduct. We hold ourselves to elevated standards of trust, responsibility, and discipline while promoting justice in a fair and impartial manner.
- **Community** – We are committed to partnering with the community to ensure public safety and promote a high quality of life. We value open communication and mutual trust.

THE DEPARTMENT

The Mukilteo Police Department team is comprised of the Police Chief, Commander, four Sergeants, one Detective Sergeant, three Detectives, one Crime Prevention Officer, and 18 patrol officers, two limited-commission Community Service Officer (Rangers), one limited-commission Community Service Officer, and four non-commissioned support staff. The annual operating budget of $4.8 million supports six divisions: Administration and Support Services, Crime Prevention, Patrol, Training, Special Operations, and Drug Enforcement.

THE POSITION

The Police Chief is a key member of the City's leadership team and is a department head position reporting to the Mayor through the Management Services Director. The Chief is responsible for the management and administration of the Police Department including the protection of life and property, regulation of traffic, apprehension and detention of law violators, and other public safety activities.

The Police Chief manages the preparation of the annual operating budget for the Department and directs the assignment of personnel and training programs; manages departmental operations to achieve goals within budgeted funds and available personnel; plans and organizes workloads and staff assignments; monitors progress of work, directs changes, evaluates and instructs department staff; establishes priorities, creates vision for the department and seeks to solve complex managerial problems. Additionally, the Police Chief coordinates City law enforcement activities with other governmental and law enforcement agencies.

IDEAL CANDIDATE

The ideal candidate will be an experienced, respected professional leader with a strong sense of integrity and a proven record of team building and mentoring. The Chief will be an innovative problem solver and visionary with the ability to consider, plan and present short and long term strategies for community safety.

A genuine commitment to community involvement and proactive crime prevention initiatives

is paramount. As the chief law enforcement spokesperson for the City, the Chief must have strong verbal and written communication skills with the ability to address multiple types of public audiences and be a respected community leader. Areas of particular focus will include public outreach to encourage community support to confront the challenges of mental health and violence in our community, including providing more resources and support for victims of domestic violence. The new chief must be politically aware but always apolitical while building bridges for the City across the entire community spectrum. The Chief should also demonstrate strong fiscal and management skills to handle the department's budget.

EXPERIENCE AND EDUCATION

This position requires a Bachelor's Degree from an accredited college or university in criminal justice, public or business administration or a related field and at least ten years of progressive law enforcement experience in police administration and management. A combination of experience and training may substitute for formal education.

A Master's Degree and/or completion of the F.B.I National Academy or an equivalent advanced program is desirable. Peace Officer certification is required. Must have been active in law enforcement within the past five years. Prior experiences as a Police Chief is preferred, but not required.

SPECIAL REQUIREMENTS

Certification or ability to obtain Washington State Criminal Justice Training Commission (WSCJTC) Executive Certificate upon appointment is preferred.

Requires ability to timely respond to emergency calls twenty-four hours a day.

The finalist will need to successfully complete a comprehensive background investigation including polygraph and psychological examination.

COMPENSATION AND BENEFITS

The salary range for Police Chief is $113,115 - $137,492, DOQ.

Benefits include use of city-owned vehicle; comprehensive medical, dental, orthodontia, vision, life insurance, and long-term disability insurance; enrollment in the Law Enforcement Officers and Fire Fighters retirement system (LEOFF); Voluntary 457 Deferred Compensation Plans; professional development opportunities; and a generous paid leave package including 12 holidays, 13 vacation days, 12 sick days, and 54 hours of compensatory time. The position is FLSA exempt.

The City of Mukilteo is an equal employment opportunity employer.

RECRUITMENT SCHEDULE

- ***October 12 – Applicant Period Opens***
- ***November 7 – Applicant Period Closes***
- N***ovember 30 – Candidate Interviews***
- ***December 2 – Selection of Final Candidate***

APPLICATION INSTRUCTIONS

All applicants must submit an application packet including a **resume** (three pages maximum), responses to **supplemental questions** and a detailed **cover letter** (two page maximum) that describes your experience, leadership style and why you are interested in the position.

Packets must be submitted to the Washington Association of Sheriffs and Police Chiefs (WASPC).

Electronic packets are preferred and can be submitted to: Deb Gregory at ***dgregory@waspc.org***. All packets are due by 9:00 a.m. on **Friday, November 7**.

Direct all questions to Michael Painter, WASPC Director of Professional Services at ***mpainter@waspc.org***. *Please do not contact the city or employees with inquiries about this position.*

SUPPLEMENTAL QUESTIONS

Answers to each question are restricted to one page, using 12 font and one inch (1") margins.

(1) Describe your experience with community engagement and what steps you will take in the first 90 days to become part of our community. How would you measure whether your efforts were successful?

(2) How do you instill confidence and respect from your department and from the community?

(3) What role do you think crime prevention plays in the larger scheme of a policing strategy? Explain your experience with implementing progressive crime prevention approaches and how those steps impacted community safety in your prior positions.