



RECRUITMENT
Police Chief

OPENING
Jan. 31, 2024

CLOSING
Feb. 18, 2024



CITY OF MILWAUKIE



COMMUNITY

Nestled along the banks of the Willamette River and steeped in a rich history, Milwaukie enjoys the comforts of a small town, as well as the benefits of its close location to Portland. Milwaukie strives to stay true to itself and the spirit of the community, even if that's unconventional at times, while upholding a strong sense of optimism that keeps everyone persistent in their pursuit for shared successes. Woven through the fabric of the community is the value placed on ingenuity, equity and community connection. Milwaukie prizes creativity to get things done by finding innovative solutions, and residents embrace originality to find new ideas that better the community.

Together, these strengths have contributed to the 2017 visioning process that received an outpouring of support from the community, and led Milwaukie to receive the Award for Public Involvement and Participation from the Oregon chapter of the American Planning Association. In 2024, that vision is being used as the basis for a new citywide strategic plan to drive the organization towards this ambitious vision. They can also be found in the city's robust and thriving business community. With more than 1,500 companies, including Oregon Tool, Bob's Red Mill, Dark Horse Comics and Precision Castparts Corporation, Milwaukie is home to several of Oregon's largest and most iconic employers. These same values drive events in Milwaukie each year. The Umbrella Parade & Tree Lighting, Winter Solstice & Christmas Ships Viewing, Earth Day Celebration, Milwaukie Farmers Market, Juneteenth, Pride Celebration, and neighborhood concerts combine creativity and positivity to help bring the community closer together.

Like the founders before them, the people of Milwaukie know the city is destined for great things, and all are welcome to join with the community as it forges its own path to success.

VISION

The 2017 vision calls for Milwaukie to be “a flourishing city that is entirely equitable, delightfully livable, and completely sustainable.” Milwaukie continues to focus on the future with an eye on establishing programs to support the goals of the community. In 2023, city council set climate, equity and parks as their overarching priorities. Further, the city recently consolidated and centralized its services into a new city hall building. Redevelopment continues to drive the downtown and industrial areas forward.

The Milwaukie Police Department is a key service provider for accomplishing the city's vision. The department's transparent approach, excellent community engagement and heart-forward leadership has created a strong relationship between the community and police.

ORGANIZATION

The City of Milwaukie has a council-manager form of government. The five elected members—mayor and four city councilors—represent the community, while concentrating on policy issues responsive to the community’s needs. The mayor and city councilors are elected at-large and serve staggered 4-year terms. City council appoints the city manager, city attorney and municipal judge. Milwaukie employs about 155 full- and part-time employees, and works collaboratively with two unions. The 2023-24 biennial budget of \$192 million is aligned with city council goals and the administration is committed to professionalism, efficiency, equity and customer service.

The city operates its own police department and municipal court. It also provides sewer and water utilities, street operations, and planning, building inspections, public records, engineering, community development and library services.

Located in Clackamas County, the city regularly partners with county staff on a variety of programs and initiatives. Milwaukie is also located within the urban growth boundary of Metro, the tri-county urban services district based in Portland, and TriMet, the tri-county transportation district of Oregon. Clackamas Fire District #1 provides fire and emergency services for the city, and the North Clackamas Parks & Recreation District maintains Milwaukie’s parks, while providing recreational services and programs.

POSITION



The police chief manages a team of highly-skilled, compassionate police officers, non-sworn staff supporting code enforcement, records, property and evidence, and behavioral health staff working together for the community.

As a member of the department director team, the police chief has direct input into city policies and procedures, and advises the city manager on related issues. This position also exercises budget responsibility for the police department.

Major undertakings for the next police chief include:

- Continuing a culture of accountability, leadership, kindness and humor.
- Leading critical conversations around houselessness and supportive services for those in crisis.
- Developing additional public engagement tools for building community relationships.





RESPONSIBILITIES

1. Embeds and promotes equity in the organization and the community.
2. Provides leadership through planning, organizing, directing and supervising all activities of the department to achieve goals within available resources related to police activities.
3. Directs and develops short and long-range plans, goals and objectives for assigned operations.
4. Studies and standardizes procedures to improve efficiency and effectiveness of the operations of the department.
5. Analyzes trends and operations to ensure adequacy of service; monitors police calls and crime trends.
6. Plans and organizes workloads and staff assignments; trains, motivates and evaluates assigned staff; reviews progress. Has authority to hire, evaluate performance and take corrective action as needed.
7. Prepares and administers the department budget based on staffing and resource requirements and program objectives and goals. Monitors the budget to assure compliance with approved budget levels and standards.
8. Establishes policies, procedures, work rules, and performance standards to assure the efficient and effective operation of the police department in compliance with city standards and federal, state and local laws.
9. Represents the city on committees and commissions regarding public safety issues. Coordinates police department activities with those of other departments and outside agencies.
10. Makes presentations to community groups, meets with the media, and receives input regarding major issue and police services.
11. Works closely with the community to help neighborhoods, special interest groups, businesses and others obtain their goals without interfering with individual rights or the law.
12. Oversees internal affairs investigations to address allegations of employee misconduct. Recommends and carries out corrective or disciplinary action as necessary.
13. Oversees the maintenance and operation of a public safety communications system and the maintenance of all police equipment and property.
14. Coordinates department activities with local, state and federal agencies in the apprehension and detention of wanted persons and other law enforcement matters.
15. Reviews local, state and federal legislation to determine impact on departmental plans, policies, and strategies, prepares and coordinates responses and recommendations as appropriate.
16. Directs the resolution of inquiries, complaints, problems or emergencies affecting service availability or quality. Responds to the most sensitive or complex inquiries of service complaints.

IDEAL CANDIDATE

The next police chief must enjoy working in a small city government with opportunities to know all of its stakeholders and build relationships throughout the organization, community and broader region. A call to public service and a desire to work in partnership with the community are critical traits for applicants. The next police chief will be a proven leader with skills and experience in supervision. A skilled communicator, this individual manages expectations and provides regular, clear feedback to those in leadership about key city priorities.

The next police chief will enjoy the flexibility of working on high-level policy, while also serving as a hands-on contributor to operations and management of the police department.

EDUCATION & EXPERIENCE

Bachelor's degree in police science, criminal justice, public administration, business management, or a related field, from an accredited college or university and eight years of progressively responsible law enforcement experience, including four years of supervisory experience.

OR

The city will consider any equivalent combination of knowledge, skills, education, certifications and experience to meet the minimum position qualifications. If you are interested in applying, the city encourages you to think broadly about your background and skillset for the role.

COMPENSATION & BENEFITS

Salary Range

\$125,262 - \$159,916

- Oregon Public Employees Retirement System (PERS)—city pays both the employer and employee portion
- Deferred Compensation Plan with a city contribution of 3.5%
- Generous medical, dental and vision plans
- City-paid life and long-term disability plans
- Flexible Spending Account
- Supplemental life insurance
- Vacation, management leave (80 hours), sick leave programs and generous holiday schedule
- Professional employment agreement with severance

APPLICATION PROCESS

- Completed online application
- Resume
- Cover letter outlining why you want this position and how your qualifications make you the best candidate. Please be specific in your description

ADDITIONAL INFO

Diversity & Inclusion: A diverse workforce strengthens our organization. The city values diversity, and supports a positive, welcoming environment where all its employees can thrive.

Equal Employment Opportunity: All qualified persons will be considered for employment without regard to race, color, religion, sex, national origin, age, marital status, familial status, gender identity and expression, sexual orientation, disability for which a reasonable accommodation can be made or any other status protected by law.

Accommodation: Reasonable accommodation is available to anyone whose specific disability prevents them from completing an application or participating in this process. To obtain confidential assistance, contact human resources at 503.786.7507.

Veterans' Preference: Under Oregon law, qualified veterans may be eligible for veterans' preference when applying for positions with the City of Milwaukie. If you are a veteran and would like to be considered for a veterans' preference for this job, please attach qualifying documents in the application process.





The City of Milwaukie is an Equal Opportunity Employer and assures fair treatment of applicants and employees in all aspects of personnel administration without regard to political affiliation, race, national origin, age, sex, religious affiliation, marital status, mental or physical disability, gender, sexual orientation, veteran status or any other protected class under state and/or federal law with proper regard for their privacy and constitutional rights as citizens.