

Job Description

Job Title: Chief of Police
Department: Bingen-White Salmon Police Department
Reports To: Mayor
Salary Range: \$50,000 - \$75,000

SUMMARY

This is an exempt full-time management position. The Chief of Police is a salaried position that may require work in excess of eight hours per day or 40 hours per week. The Chief of Police is the director and chief executive of the Bingen-White Salmon Police Department. The Chief of Police is authorized and directed to set objectives, goals, and policies for the department; coordinate efforts and develop relationships with other law enforcement agencies and city departments; provide for equipment and supplies; and prepare the department budget.

The Chief of Police is expected to patrol a minimum of two shifts per week during which he/she may be the only officer on duty and will be expected to handle all routine calls during this time period.

The Chief of Police is an at-will position. The Chief of Police is not a civil service protected position.

DUTIES

The Chief of Police is responsible for the proper and efficient enforcement of all applicable federal, state and local laws, ordinances, and rules and regulations of the department. The Chief of Police shall:

- Maintain and enforce discipline within the department and supervise department employees
- Conduct regular performance evaluations of employees and hire, discipline, discharge, and promote department employees consistent with applicable standards
- Be readily available for consultation on major emergencies, except for periods of vacation and leave
- Be available to serve as a patrol officer, work on rotating shifts, prepare reports, etc.
- Develop policies on crime prevention, substance abuse, sexual violence education, traffic safety, and other issues as directed from time to time by the mayor or as consistent with policies established by the council
- Provide to the White Salmon city council a monthly report showing the number and nature of calls received by the police department

MINIMUM QUALIFICATIONS

- Is a citizen of the United States
- Has an education minimum of a high school diploma or general equivalency diploma and an Associate's Degree in business management, criminal justice or closely related field and three years continuous supervisory responsibility at a Sergeant's level or higher in law enforcement. Six years of continuous supervisory responsibility at a Sergeant's level or higher in law enforcement may be substituted for the required Associate's Degree.
- Has not been convicted under the laws of this state, another state, or the United States of a felony
- Has not been convicted of a gross misdemeanor or any crime involving moral turpitude within five years of the closing date of the announcement
- Has received at least a general discharge under honorable conditions from any branch of the armed services for any military service if he/she was in the military
- Has completed at least five years of regular, uninterrupted, full-time commissioned law enforcement employment with a government law enforcement agency
- Has been certified as a regular and commissioned enforcement officer through compliance with Washington's basic training requirements or Commission accepted equivalent

ADDITIONAL QUALIFICATIONS

- Demonstrates a basic knowledge and understanding of applicable state and federal laws and procedures
- Be twenty-one years of age or older at the time of employment
- Possess or be able to obtain at the time of hire, a valid Washington driver's license
- Be of good moral character, of temperate and industrial habits, and drug-free (excluding physical prescribed medications taken in accordance with physician instructions)
- Have management experience and leadership skills
- Be able to read and write the English language
- Successfully complete the state's basic training requirement or equivalency within nine months after such appointment, unless an extension has been granted by the criminal justice training commission