



THE POSITION:

The historic City of Sutter Creek- the Jewel of the Motherlode- has an exciting career opportunity for a dynamic and forward thinking Chief of Police. The preferred candidate will possess a management style that emphasizes high ethical standards, accountability, communication, teamwork and collaboration.

The new Chief will possess excellent interpersonal skills and have the ability to establish and maintain positive working relationships with the City Council, City Manager, all City Staff and the community. The Chief is expected to be a key member of the City's management team, effectively plan for the Department's future, manage and mentor staff, solicit and encourage community input and research and develop new sources of revenue, while delivering responsive police services to the citizens of Sutter Creek.

The Chief must be a highly visible, uniformed member of the Police Department who is capable of performing field duties and assisting staff with critical incidents and major investigations as needed. Likewise, the Chief must be involved in the community, promote community outreach activities with police staff and regularly attend City Council meetings and other civic events. The Chief of Police reports directly to the City Manager. The new Chief will be expected to provide strong leadership direction to the department while being open and accessible to the community. An active, engaged management style will be essential in leading a Department with limited resources. A premium will be placed on candidates who have had experience with the Community-oriented Policing Services (COPS) style of policing.

THE DEPARTMENT:

The Sutter Creek Police department has four sworn officers plus the Chief of Police and 2 reserve officers. The department operates with a budget of approximately \$930,000.

THE PREFERRED CANDIDATE:

The preferred Chief candidate will have a track record of strong and innovative leadership within a police department. Candidates should have at least six years of progressively responsible supervisory experience at a professional law enforcement agency; a BA/BS in administration of justice, public administration, or a related field is required. Possession of a California POST Management (or higher) certificate and valid driver's license are required. Successful completion of a comprehensive background examination, psychiatric examination and medical examination are required prior to appointment.

In addition, the preferred candidate will:

- Be a respected leader
- Enjoy working in a small-town atmosphere that values accessibility to its Chief
- Be an effective communicator

- Be personable
- Use a collegial management style with City Staff, the City Council and the community
- Be open to innovation for achieving effective law enforcement practices

COMPENSATION:

- Salary Range: \$86,772 to \$105,471
- Training allowance as approved by the City Manager annually
- Professional development (conference/memberships) allowance as approved by the City Manager annually
- \$75 per month cell phone/PDA stipend
- Eighty hours vacation annually (increases with service credit)
- Eighty hours administrative time annually
- 3% at 50 Public Safety PERS plan (Classic PERS member) or 2.7% at 57 (new PERS member) with the employee paying the employee's contribution;
- The employee's portion of Social Security is also paid by the employee;
- Medical/dental/vision insurance: City pays \$1300 per month toward medical, dental and vision insurance;
- Small life insurance policy is provided

**Chief of Police
Supplemental Questionnaire**

To provide insight into the candidate's writing skills and leadership and management style, please answer the following questions. Limit your responses to no more than a single page per question and please return your answers with your application packet.

1. Please tell us why you are interested in this position and why it is a good time in your career to come to the City of Sutter Creek.
2. Describe your management and leadership style. Please also describe what it is like to work for you.
3. Please explain your view of community policing and provide examples of community policing programs you have been involved with in your career. What were the results? What role did you play in the program?
4. Throughout your law enforcement career, aside from promotions, what would you consider to be two or three of your most significant accomplishments?