



POLICE CHIEF



WOODLAND POLICE
1100 LINCOLN AVENUE



**BOB MURRAY
& ASSOCIATES**
EXPERTS IN EXECUTIVE SEARCH

COMMUNITY

Woodland is a welcoming community with a unique mix of amenities and cultures. In 2021, Woodland was named as one of the **Top 100 Places to Live in America** by *Livability.com* and the second-best place to live in the State of California! Woodland stands out due to its strong sense of community and diverse economy rooted in its rich agricultural heritage and distinctive architecture highlighted by its National Historic Main Street. Woodland has a robust industrial sector due to strategically positioned access to freight rail, two major interstate highways, an international airport, and nearby delta ports. With the recently entitled Woodland Research & Technology Park - a 350-acre work/live campus offering over 2 million square feet of manufacturing, research and lab space complimented by new housing, parks/trails, and retail amenities - Woodland continues to plan for a prosperous future while preserving its highly valued quality of life.

The City has a population of nearly 62,000 and is the seat of Yolo County. Woodland is situated in the heart of California's Central Valley about 20 miles northwest of Sacramento at the intersection of Interstate 5 and State Route 113. Ten minutes south is the University of California Davis, one of the top research institutions in the United States. Woodland has over 150 years of history, which is reflected by an impressive stock of historic buildings in the downtown area and surrounding neighborhoods. Living in Woodland offers the benefits of a small city while also enjoying the best aspects of a larger city.

THE POLICE DEPARTMENT

Since 1871, the Woodland Police Department has aimed to improve the quality of life for all residents of Woodland by administering programs which prevent, investigate, solve, and ultimately decrease crime. The Department's mission is to preserve the peace and protect the public through strong community partnerships and effective policing. The Department's **Four Core Values** guides its pursuit of fulfilling this mission:

- **Community Relations:** We will have a comprehensive community relations program to enhance visibility and trust, reduce crime, and empower the public.
- **Compassionate Service:** We will be mindful of the humanistic needs of our diverse community by showing empathy, respect, and responsiveness.
- **Integrity:** We are committed to the highest standards of honesty and ethical conduct, which are the pillars of our profession.



- **Professionalism:** We value dedication, accountability, and clear direction. We will achieve professionalism through teamwork, creativity, transparency, and continuous education.

The Department is committed to partnering with the community and remaining innovative, strategic, and collaborative in how they provide exceptional public safety. The Police Department has a combined total of 90 full-time positions (72 sworn and 18 professional staff) as well as 8 part-time positions and several volunteers. The Department is comprised of the following Bureaus: Patrol, Investigations, Community Relations, and Office of the Chief. The Department works closely with local law enforcement agencies within the county including current oversight of the countywide SWAT/CNT team. The Department also participates in joint task forces like FBI Safe Streets, special operations with the U.S. Marshals, and traffic enforcement operations with the local CHP office.

THE POSITION

Under the direction of the City Manager, the Police Chief serves as the principal administrative officer for the Police Department and a key member of the City's Executive Team. The Police Chief plans, directs, reviews, and manages Department activities and operations, which encompass a wide range of law enforcement-related functions.

This is a unique opportunity for a visionary leader to shape the Department. The Police Department is currently experiencing a period of new promotions and appointments, both largely due to retirements. The Department continually monitors the need to attract qualified candidates and offers abundant training opportunities including the FBI National Academy.

This is a single-position executive management classification, and the duties are administrative and managerial in nature. The incumbent is expected to perform highly complex work with broad authority for overseeing the Department's day-to-day operations including strategic planning and goal setting. The Police Chief has extensive contact with members of the general public and the private sector, building partnerships and establishing relationships with public officials and local organizations.



The following are typical duties encompassed by the job class; this list is not all-inclusive or exhaustive:

- Plans, organizes, manages, leads, and directs the overall operations of the Police Department related to neighborhood policing, patrol, traffic, investigations, crime prevention, public information, and staff training, as well as related administrative/technical services.
- Selects, assigns, trains, directs, and evaluates subordinate staff of all ranks and classifications; oversees disciplinary actions when necessary.
- Develops, plans, and implements Police Department goals and objectives in accordance with the core purpose, mission, vision, and values of the organization; develops, recommends, and administers policies and procedures; establishes priorities; monitors the efficiency and effectiveness of Department work products through quality control and related activities.
- Directs and oversees the development of the Department budget; identifies and develops strategies to increase Department funding; approves budget expenditures.
- Reviews legislation and assures Police Department compliance with all laws, regulations, statutes, and codes.
- Participates as a member of the City's Executive Team; advises the City Manager and the City Council on all law enforcement-related matters.
- Seeks to achieve positive public relations in all Department activities; participates on relevant committees and boards; attends meetings, conferences, and workshops; may testify in court and/or before legislative bodies.
- Coordinates with the Office of Emergency Services to ensure collaboration and joint efforts in planning and community preparedness efforts.



- Strives to improve Departmental operation through training and professional development opportunities for employees; promotes inclusiveness and values diversity throughout the organization.
- Establishes partnerships and relationships throughout the community on behalf of the Police Department; possesses a high degree of awareness of and sensitivity to the cultural diversity of the community.
- Prepares complex statistical and narrative reports, correspondence, and other documents.
- Serve as Acting City Manager as assigned.

THE IDEAL CANDIDATE

The City of Woodland is seeking a dynamic and inspiring Police Chief who wants to shape and lead the Department into the future! With a team-oriented mindset and a commitment to effective and transparent communication, the ideal candidate has a proven track record of leading with integrity and character, approaching each day with a can-do attitude, and a focus on continuous improvement. The successful candidate must possess the ability to build and maintain relationships both inside and outside the organization. Those who write well and can deliver effective presentations are desired. An individual who has experience mentoring new and existing staff in all aspects of running a comprehensive law enforcement program is essential. The new Police Chief will be assembling a cohesive team and facilitate dynamic discussions to arrive at the best outcomes.

As a highly visible representative of Woodland, the incoming Police Chief should expect to interact with community members, and local and regionally elected officials on a regular basis and will be sensitive to their concerns and needs. This position requires a collaborative, service-minded individual with the ability to connect with people at all levels and with political acumen. Confident, proven leaders who demonstrate a strong vision for Woodland's public safety are encouraged to apply.

EDUCATION & EXPERIENCE

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

- **Education:** Possession of a Bachelor's Degree from an accredited college or university with major work in public/business administration, criminal justice or related field is required. A Master's Degree in business administration, criminal justice or related field is preferred; Completion of Command College, FBI National Academy, or comparable law enforcement executive training is desired.
- **Experience:** Ten years of increasingly responsible experience in all major phases of municipal police work with at least three years of responsible administrative/management experience in a municipal police department.

The candidate must maintain a valid CA POST certificate. Possession of a POST Management Certificate is desirable. Knowledge of a second language is beneficial.

COMPENSATION AND BENEFITS

The annual salary range for the Police Chief is \$201,088.08 to \$264,589.56. Placement within this range is dependent on experience and qualifications. The City also offers a competitive benefits package which is negotiable and includes:

- **Vacation, Holidays, and Administrative Leave**
- **Retirement through CalPERS**
- **Health Care through CalPERS** Medical Insurance Plans, including HMO's & PPO's (a generous allowance towards the premium)
- **Delta Dental and VSP Vision Insurance** (City provided coverage)
- **Life Insurance:** The City provides \$50,000 life insurance policy
- **Professional Growth Incentive**



TO APPLY

If you are interested in this outstanding opportunity, please apply online at:

www.bobmurrayassoc.com

Filing Deadline:
July 19, 2024

Please Note:

- *Interviews will be held in person*
- *Tentative Panel Interview date is August 7, 2024 in Woodland, CA*
- *Final Interviews are tentatively scheduled for August 8, 2024 in Woodland, CA*

Following the closing date, resumes will be screened according to the qualifications outlined above. The most qualified candidates will be invited to personal interviews with Bob Murray & Associates. A select group of candidates will be asked to provide references once it is anticipated that they may be recommended as finalists. References will be contacted only following candidate approval. Finalist interviews will be held with the City of Woodland. Candidates will be advised of the status of the recruitment following selection of the Police Chief.

If you have any questions, please do not hesitate to call Joel Bryden at:

(916) 784-9080



CITY OF
WOODLAND
CALIFORNIA

