

**Civilian Assistant Chief of Police
Montgomery County, Maryland
(Non-Sworn Position)**

The Montgomery County Department of Police seeks a community-focused, collaborative, and innovative professional to provide leadership and oversight as the civilian Assistant Chief with a primary focus on community engagement. Reporting directly to the Chief of Police, as community liaison, this pivotal role will serve as a vital link between our organization and the communities we serve. The civilian Assistant Chief - Community Liaison will play a critical role in fostering positive relationships, promoting transparency, and ensuring the needs and concerns of the community are effectively communicated and addressed.

This individual should embody a commitment to building and sustaining community trust and productive partnerships that enhance public safety. This position will serve as a senior member of the Department's leadership team responsible for increasing innovation and creativity to take on contemporary challenges facing law enforcement. Areas of responsibility will include short and long-term strategic planning, policy development and implementation, and leading community engagement initiatives to foster positive relationships and collaboration.

The Montgomery County Department of Police currently is a team of approximately 1,200 diverse, well-educated, devoted sworn officers with approximately 650 professional staff members who are all committed to making Montgomery County a great place to live, work, and visit. The Department's mission is to safeguard life and property, preserve the peace, prevent, and detect crime, enforce the law, and protect the rights of all residents. Our department embraces the concept of community policing and works in partnership with our community to identify and resolve public safety issues. Our policing philosophy emphasizes community involvement, recognizing that solving contemporary neighborhood issues necessitates collaborative efforts between law enforcement and the public, transcending a singular focus on individual crime incidents. The County is served by six police districts and has four bureaus in addition to the Office of the Chief: Patrol Services, Field Services, Investigative Services, and Management Services. The Department has an annual operating budget of approximately \$288 million and has been internationally accredited through the Commission on Accreditation for Law Enforcement Agencies (CALEA) since July 31, 1993.

Montgomery County, covering approximately 500 square miles, is located between Washington, D.C., and Baltimore, adjacent to Virginia, and has over one million residents. It is the most populous county in the State of Maryland and the most diverse county, ranking among the top ten most diverse counties in the nation. Montgomery County is home to many major U.S. government offices, scientific research and learning centers, and business campuses. Enjoy four seasons in an environment of rolling hills, close to mountains and the ocean. A short ride to Washington, D.C. provides access to the major halls of justice and first-class museums. We offer a bit of everything for everyone.

This role offers a distinct opportunity for individuals to make a significant impact as a civilian Assistant Chief, responsible for recommending comprehensive goals and objectives and driving their successful implementation as a catalyst for change.

The ideal candidate must possess:

- An openness to new information, different perspectives, and a willingness to consider new solutions to persistent public safety concerns.
- A deep commitment to the ideas of community policing.

- A firm commitment to transparency and accountability.
- Strong knowledge of police operations, services, and activities of a municipal law enforcement department.
- Experience and demonstrated success in building strong relationships of trust, responsiveness, and mutual understanding with government officials, community leaders, business representatives, residents, officers, labor unions, and other public safety partners.
- A commitment to fostering collaboration with a strong focus on community engagement, centered around proactive problem-solving.
- A commitment to diversity, equity, and inclusiveness.
- Knowledge of and an ability to evaluate and implement recommendations identified in the *Final Report of the President's Task Force on 21st Century Policing*.
- Strong interpersonal and communication skills with an emphasis on being visible, available, and approachable both in the department and to the community individually, in groups, making presentations, and online.
- Strong management capability, leading a multigenerational workforce, and motivating and developing future generations to lead.
- A commitment to training and developing staff with the most effective, state-of-the-art methods available, including implicit bias and de-escalation training.

Top candidates will also possess:

- Experience applying knowledge of modern management and supervisory principles and practices.
- Experience applying knowledge of legislation and developments in the field of law enforcement including police administration, patrol techniques, criminal investigations, crime prevention, and the criminal justice system.
- Experience planning, organizing, coordinating, leading, and otherwise directing large-scale and complex police projects and programs and resolving administrative and operational issues.
- Experience establishing and maintaining effective working relationships with other County officials and Federal and State Officials, civic and business leaders, union representatives, and the general public, particularly in situations where competing and conflicting concerns, interests, goals, and/or objectives require both understanding and resolution.

JOB RESPONSIBILITIES:

- Manages a large organizational unit by assigning work priorities to subordinate units in response to organizational needs, overseeing the development and implementation of county, department, and unit operating and administrative procedures and memoranda of understanding with other agencies.
- Represents the County government and Chief of Police in various forums concerning controversial and sensitive police matters by explaining the County's goals and objectives, responding to questions, misunderstandings, and apprehension, and gaining the support of groups being addressed/ bridging the gap between the police and the community.
- Sets standards for individual and organizational unit performance and coordinates evaluations, and any disciplinary action within appropriate county, collective bargaining, and departmental policies and procedures.
- Provides research, advice, and recommendations to the Chief on a variety of police issues and concerns to develop new and innovative solutions, programs, policies, and procedures.
- Works with other departments of County government, outside agencies, community and business leaders, and organizations to address and resolve work problems, coordinate work efforts, develop partnerships and programs, and present and clarify the County and Department's position on issues and operations.

- Oversees preparation and administration of the organization's operating budget, including providing testimony before the County Executive and County Council.
- Reviews and approves correspondence and reports prepared by subordinate employees for signature of the Police Chief.
- Attends meetings, gives oral presentations, and deals with issues/complaints raised.
- Performs other duties as required.

MINIMUM QUALIFICATIONS:

Experience: Seven (7) years of progressively responsible leadership experience, five (5) years of which were in a management-level capacity. Work in police/law enforcement environment preferred.

Education: possession of a bachelor's degree in Public Administration, Criminal Justice, Law, or related field from an accredited college or university.

Equivalency: An equivalent combination of education and experience may be substituted.

Note: Must be psychologically able to perform the essential functions of the job.

License: Possession of a valid motor vehicle operator's license.

The civilian Assistant Chief of Police will be appointed by the County Executive and confirmed by the County Council. This is a non-merit position within the Montgomery County Government that will serve with four other sworn Assistant Chiefs and will report directly to the Chief of Police. In accordance with Executive Regulation 1-23, the Civilian Assistant Chief of Police does not direct the use of police powers provided to sworn officers under Maryland Law and is not in the chain of command of the sworn police officers within the Department. The salary range for this position is \$138,078.00 – 234,733.00 per year.

To APPLY

A review of applications will begin starting on Monday, December 11, 2023, Interested candidates should submit a cover letter and resume expressing their interest in the position to:

MCPD.AssistantChief@montgomerycountymd.gov.

Resumes will be screened and evaluated based on the information listed above. Candidates deemed most qualified will be referred to the department. Selected candidates will be invited to participate in an interview and selection activities. Applicants selected as finalists for the position will be subject to a comprehensive background investigation by Montgomery County.

Montgomery County is an Equal Opportunity Employer. Women and minority candidates are encouraged to apply. If you have any questions regarding this opportunity, please contact

MCPD.AssistantChief@montgomerycountymd.gov.

Montgomery County government is committed to attracting and retaining a highly skilled, quality, and diverse workforce, valuing people who are committed to public service and aspire to make a difference in our community.