



THE CITY OF DE PERE, WISCONSIN IS SEEKING A POLICE CHIEF

The Community

De Pere, one of the best places to live in Wisconsin, is a safe, warm, and friendly community less than ten minutes from the City of Green Bay. De Pere is an integral part of the Green Bay and Brown County metro area, offering a below average cost of living, low crime rates, and a vibrant economy, all while maintaining a small town feel for an estimated 24,888 residents. With more than 1,400 acres of modern business parks, De Pere is home to the area's largest employer, Humana. Additionally, De Pere has two exceptional public school districts, Montessori and parochial schools, a special needs school, and the nationally recognized Saint Norbert College, named one of the 2020 "Best in the Midwest" by The Princeton Review's Best 366 Colleges.



Visitors and residents enjoy special events at the Weidner Center for the Performing Arts, and the Resch Center, which hosts a wide variety of events, including concerts, sporting events, theater productions, consumer/trade shows, a game day tailgate party, the Green Bay Symphony Orchestra, Broadway productions, and major national headliners. Outdoor enthusiasts can enjoy biking, hiking, and cross-country skiing along the Fox River Trail and other state recreational trails. The Fox River, the Bay of Green Bay, and Lake Michigan provides residents and visitors with ample opportunities to enjoy fishing and boating. Families always enjoy the Bay Beach Amusement Park and Wildlife Sanctuary, a beautiful 600-acre urban wildlife refuge. Sports fans can enjoy Lambeau Field, home of the NFL's Green Bay Packers, or cheer on the Green Bay Booyah (Northwoods Collegiate Baseball League), the 2012 USHL Champion Green Bay Gamblers (hockey), the Green Bay Blizzard (Indoor Football League), UW-Green Bay Athletics (NCAA Division I school, Horizon League), or St. Norbert College athletics (NCAA Division III) which offers 23 varsity sports programs.

De Pere offers something for everyone, from its historic downtown with unique architecture, exceptional shops, casual and fine dining, sport bars, wine bar, and live entertainment, to a comedy theatre and several live music venues offering a wide variety of music from alternative rock to classical. The above are a few of the reasons De Pere is a great place to live, shop, dine, play and stay!

[See for yourself what Northeast Wisconsin has to offer its visitors and residents.](#)

The Organization

The City of De Pere operates under a Mayor-Council-City Administrator form of government. Citizens elect a mayor, the city's chief executive officer (CEO), on a non-partisan basis to serve a two-year term. The mayor is the presiding officer at meetings of the Common Council. As CEO, the mayor has a statutory duty to manage and enforce city ordinances and state laws, while ensuring that all city officers and employees discharge their duties.

Citizens also elect eight (8) alderpersons from four (4) Aldermanic Districts, to two-year overlapping terms.

Working with the mayor, the council provides visionary leadership, establishes policies, and addresses issues that impact the city, its residents, and its businesses.

Mayor and council are also responsible for hiring a City Administrator who serves as the chief administrative officer (CAO). The CAO manages the day-to-day operations of the city with the support of 150 regular and 400+ volunteer/seasonal employees and a \$60M annual budget, and is responsible for implementing council's strategic vision, objectives and priorities. The CAO also ensures the delivery of effective, efficient and responsive services in ten departments and the establishment and maintenance of an engaging work environment focused on collaboration, teamwork and results. De Pere strives to attract, develop, retain, and promote a culture of excellence that celebrates diversity of thought, differing perspectives, and authentic viewpoints at all levels within the organization.



The Department



The Mission of the De Pere Police Department (DPPD) is to provide an integrated team approach to pro-active patrol, crime prevention and criminal investigation applying city and community resources to continuously improve safety and quality of life in the city. The DPPD is part of the Drunk Driving Task Force, Brown County multi agency SWAT Team, Brown County multi-Field Force Team, Brown County Drug Task Force, and Brown County Arson Task Force. The department has an annual budget of \$5,228,367, 42 full-time employees (37 sworn; 5 civilian), and professional employees in three divisions, working diligently to deliver 21st century law enforcement services to the community while preventing crimes through special initiatives, proactive patrol efforts, community education, and traffic enforcement. Each division, as summarized below, are essential to department's commitment to service excellence.

Administrative Services Division is responsible for all police records functions and handling citizens' concerns (walk in to police lobby or city hall during regular business hours). Staffing includes a Business Manager, two full-time Administrative Assistants, a Police Technical Support Analyst, and a Social Worker.

Field Services Division is the uniformed police officers branch that responds to calls for service 24-hours a day, 365-days a year. Additionally, officers proactively monitor assigned areas for crimes, traffic incidents or concerns, public nuisances, and other quality of life issues as defined by the citizens of De Pere. Staffing includes 17 Uniformed Patrol Officers, six Patrol Sergeants, a K-9 unit uniformed officer and a four-legged partner named Kurt, a Traffic Enforcement Officer and non-sworn Community Service Officers.

Support Services Division performs investigative and support functions for the DPPD. Staffing includes three Detective Sergeants, four School Resource Officers, and one Community Resource Officer (Evidence Unit).

Similar to police departments nationwide, many calls for service to the DPPD involves the need for social services or resources to address drug or alcohol dependency, juvenile and adult protective services, and well-being and mental health challenges. The DPPD is committed to serving its community and remains open to programs, initiatives or specialized staffing that will aid the department in its commitment to service excellence. For this reason, the DPPD recently added a Police Social Worker (PSW) to help those coping with crisis and experiencing mental health issues in the community. Additionally, the PSW also serves as a liaison between DPPD and the community as a conduit to attending certain community meetings, collaborating on community issues and assisting with officer wellness and officer training.

The DPPD ascribe to the "Team Policing" concept, which requires the continuous creation of relationships within the community. As such, command staff assigns specific geographic areas of the city and officers patrol those areas on a regular basis. Officers welcome the opportunity to meet members of the community to ensure that policing strategies are consistent with the needs and expectations of the community. DPPD employees are committed to building and maintaining partnerships with the community and welcome the opportunity.



The Position

This outstanding career opportunity will replace the current chief who will retire in December of 2021 after almost 20 years as Chief of Police.

Appointed by the city's Police and Fire Commission and reporting to the City Administrator and Mayor, the Police Chief is responsible for the overall supervision, planning, organizing and direction of police services including patrol, traffic control and enforcement, accident investigation, crime prevention and investigation, community education, court security, and emergency services. This position supervises the Business Manager, Administrative Assistants, Police Technical Support Analyst, Captain/Support Services, Captain Field Services, and Police Social Worker.

The incumbent performs all duties of the police chief as established and prescribed in the in Wisconsin Statutes. Additionally, the police chief may represent the department or the city, when applicable, in matters related to police services and may confer with municipal officials, civic groups, businesses and citizens on law enforcement related issues, promoting law enforcement and crime prevention, or building or strengthening public relations.

The police chief also develops organizational goals and objectives, policies, regulations, programs, priorities based on the needs of the community and the capabilities of the department in consultation with the mayor and city administrator.



Leadership Opportunities

Evaluate & Modernize Department. Partner with consultants to evaluate the department's current structure, span of control and personnel to ensure continuous improvement and capabilities of the department to meet established goals and priorities.

Policy Review, Update and Development. Work with select vendor(s) to review, update and implement state specific policies, online training and risk management according to nationwide standards and best practices.

DPPD Accreditation. Lead the DPPD through the process of securing accreditation to demonstrate the city's commitment law enforcement excellence, compliance to essential standards and the protection of life, health, safety, and the rights of citizens

Community Engagement. Champion the expansion of community outreach and engagement initiatives to continue building relationships within the community.

Emerging police practices. Maintain a keen awareness of the evolving policies, procedures, best practices and most effective methods of policing today.

Departmental Objectives

- Prevent crime, reduce crime, and increase citizen satisfaction.
- Deliver quality police services in a lawful, safe, and sensitive manner to protect life, property, and maintain public peace.
- Identify and analyze problems, explore alternative solutions, and encourage regional cooperation.
- Create and maintain open lines of communication to promote partnerships with the community, while encouraging and supporting citizen involvement to improve quality of life at a neighborhood level.
- Employ personnel that meet standards of professional excellence and represent the diversity of our community.

Desired Capabilities

- The City of De Pere desires to hire an experienced, decisive, forward thinking, approachable, creative and team-oriented visionary law enforcement executive who brings a verifiable record of accomplishments, and is able to build and improve processes. This astute leader is able to forge strong relationships in the department, the organization, other partner agencies, and the community. The new chief is creative and embraces the notion of leading by example, connects with people, encourages and inspires people, encourages cooperation, embraces technology, is a great communicator, and is willing and able to listen carefully and empathetically, and when necessary tactfully address issues for the benefit of the city, the department, and the community.
- The desired candidate is passionate about setting and maintaining high performance standards, is effective, efficient, and responsive, and is able to delegate with passion, clarity, and confidence, trusting the people and processes, while developing individual and collective competence to ensure service delivery excellence and unquestionable character and integrity.
- As a key member of the city's leadership team, the new chief will offer an established record of teamwork in law enforcement, a reputation of building and maintaining strong relations in the community, be an advocate for the DPPD and can develop and maintain credibility, trust and cooperation in the department, the city and the community, and other local, state, and federal organizations.
- The successful candidate will have in-depth knowledge and experience in the management of municipal police departments, especially those providing a high level of community engagement and crime prevention practices. Ideally, the new chief will have significant operational experience at various command level or ranks in a comparable police department, and throughout a stellar law enforcement career.
- As the chief executive of the DPPD, the chief will lead personnel, manage programs, services and budgets, while demonstrating a commitment to mentoring, training, staff development, and service excellence. Additionally, the new chief must be politically astute, have the courage to espouse independent and objective views, and able to offer independent and candid advice to the city administrator and elected officials without undue influences.
- The new chief will possess the ability to draft and administer a large department budget, and make accurate, rapid and independent decisions regarding interpretation of policy, laws and regulations. The chief will have the ability to organize, prioritize, and perform work with limited direction, and process confidential information with discretion, as well as the ability to communicate effectively both orally and in writing with business representatives, elected officials, department heads, the general public, and other City employees with courtesy and tact. The chief will possess the ability to develop and maintain effective working relationships with staff and the public, utilize a computer and required software, and work the required hours of the position, with the ability to work extra hours as needed.



Qualifications and Experience

This position requires a bachelor's degree from an accredited college or university, in Criminal Justice, Police Science, Public Administration, Business Administration, or related field, and a minimum of fifteen years law enforcement experience, of which five years must have been at the command/supervisory level (captain, assistant chief, chief or equivalent), and a valid Wisconsin Law Enforcement Standards Board Certification (WLESBC), or the ability to secure a WLESBC within one year of employment required.

The individual selected must have, or be able to secure, a valid Wisconsin driver's license and must reside within 15 miles of the corporate city limits no later than 12 months of selection. Finalist must have a safe driving record, and successfully complete the established background check and pre-employment evaluations.

Compensation and Benefits

The salary range for this position is \$96,928 - \$132,932 depending on qualifications. The city may offer starting pay near the midpoint of the posted salary range. This position is eligible for the city's pay for incentive program, which recognizes performance that exceeds established individual goals. Rewards may include salary increase, bonus, paid time off or a combination thereof.

The city also offers an outstanding benefits package that includes medical, dental and vision insurance, wellness program, participation in the Wisconsin Retirement System (6.75% employee contribution) with (11.84% employer match), vacation leave, floating holidays, administrative time, sick leave, paid holidays, tuition reimbursement, Health Reimbursement Arrangement, employee assistance, basic life insurance (optional supplemental life insurance), long term disability, and 457 deferred compensation. For more details on the city's benefits, visit www.deperewi.gov/HR. Relocation expenses may be available.



Application and Selection Process

Qualified candidates please submit your cover letter and resume online by visiting our website at:

<https://bakertilly.recruitmenthome.com/postings/3055>

Application review begins on Friday, September 10, 2021. Following the first review date, we will evaluate all applications against the posted qualifications, and may extend invitations to submit additional information, including references, and a formal interview (virtual or in-person) to a select few. This announcement will remain posted, and we will continue to accept applications until the City reaches an agreement with one finalist. For more information, please email Edward.Williams@bakertilly.com or call 214-842-6478.

For more information about the City of De Pere, visit <https://www.deperewi.gov/>

The City of De Pere , Wisconsin is an Equal Opportunity Employer

This process requires applicants selected as finalists to authorize the completion of background report check (criminal, driving record, academic credentials, etc.) prior to an interview. Pursuant to Wisconsin's Open Records Law governing access to public records, information submitted, including resumes and cover letters, may be subject to public disclosure.



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