



**LYNCHBURG POLICE DEPARTMENT
DEPUTY CHIEF OF POLICE**



MISSION STATEMENT

We partner with our community and protect our citizens, while respecting the rights and dignity of all persons.

Everything we do is centered on this statement and we ultimately accomplish this by:

- Providing a safe environment for the community,
- Developing our personnel and fostering strong internal relationships, and
- Investing in community relationships and partnerships.

Our intentional focus on accountability, buy-in, and collaboration within the department and the community helps ensure our success.



MESSAGE FROM THE CHIEF

The Lynchburg Police Department is dedicated to improving the quality of life in our community through a spirit of service. We are an effective, skilled, and progressive organization made up of men and women who live out our mission of partnering with our community and protecting our citizens, while respecting the rights and dignity of all persons.

Our officers and professional staff possess the highest standards of personal and professional integrity, enabling them to prevent crime, enforce our laws, work as community problem-solvers, and serve as examples to our residents.

Ryan Zuidema



LYNCHBURG POLICE DEPARTMENT

The Lynchburg Police Department (LPD) has maintained accreditation through Commission on Accreditation for Law Enforcement Agencies (CALEA) since 1989. The LPD is a dynamic, progressive agency that serves a thriving City of nearly 81,000 with 270 employees, including 178 sworn officers, 41 emergency communications staff, and 51 professional staff members. LPD uses cutting-edge equipment, leverages new technology, and uses modern policing strategies like stratified policing to serve its community. LPD partners with and protects its residents and visitors through a community policing philosophy that prioritizes accountability and collaboration.

The first incarnation of LPD was a "Watch" or "Patrol" officer in 1805 when Lynchburg was incorporated as a town. Since then, LPD has remained at the forefront of modern policing, and today, officers receive advanced training, including field force, crisis intervention,



interview and interrogation, investigations, leadership training, and much more! LPD is a full-service police department that responds to calls for service, conducts criminal investigations, and partners with the community. Services are provided through the Field Operations Bureau, Investigations and Administration Bureau, and the Emergency Communications Center.

As the result of a \$50 million project, the Lynchburg Police Department will be moving into a new state-of-the-art police headquarters, consisting of 96,000 square feet, in 2025.

For more information about the Lynchburg Police Department, visit <https://www.lynchburgvapolice.gov/>



■ CITY OF LYNCHBURG, VIRGINIA

Lynchburg, Virginia, affectionately known as the “Hill City” or the “City of Seven Hills,” is a charming and vibrant community nestled in the heart of Central Virginia. It offers a unique blend of historical richness, cultural diversity, and natural beauty, making it an attractive destination for those seeking a blend of urban convenience and scenic tranquility.

Lynchburg is a City of 50 square miles located near the geographic center of the state, bordered by the eastern edge of the Blue Ridge Mountains. It is located approximately 180 miles southwest of the nation’s capital, Washington, D.C.

Lynchburg is a paradise for nature lovers. The James River flows through the City, offering breathtaking views and various recreational activities such as fishing, kayaking, and hiking. The Blackwater Creek Natural Area presents miles of scenic trails for hiking and biking enthusiasts. Moreover, the Blue Ridge Mountains proximity provides ample opportunities for outdoor adventures, including camping and scenic drives, especially along the famous Blue Ridge Parkway, and hiking on the Appalachian Trail.

Culturally, Lynchburg is a hub of arts and education. It operates one of the top school systems in the state and hosts several colleges and universities, including Liberty University and the University of Lynchburg, contributing to a lively and youthful atmosphere. The City boasts a thriving arts scene with the Academy Center of the Arts, offering performances, exhibitions, and arts education. Additionally, the Lynchburg Symphony Orchestra and the Renaissance Theatre add to the City’s cultural vibrancy.



Lynchburg’s downtown is a blend of historical architecture and modern development. The revitalized downtown area features a range of dining and shopping options, from charming boutiques to exquisite restaurants offering local and international cuisines. The Community Market, one of the oldest farmer’s markets in the United States, is a must-visit for fresh, local produce and artisanal goods.

For families, Lynchburg provides a welcoming community with excellent schools, numerous parks, and family-friendly attractions like Amazement Square, an award-winning children’s museum that offers interactive and educational experiences.

With its blend of history, culture, natural beauty, and a strong sense of community, Lynchburg, Virginia, is more than just a place to live; it’s a place to thrive and enjoy a quality of life that’s hard to match. Whether you’re seeking adventure in the great outdoors, a deep dive into American history, a rich cultural experience, or just a peaceful place to call home, Lynchburg has something for everyone.

SNAPSHOT OF LYNCHBURG



POPULATION
AROUND 81,000



MEDIAN HOME VALUE
\$196,000



HOUSEHOLDS
28,910



MEDIAN HOUSEHOLD INCOME
\$56,243



12 CITY
PARKS



5 COLLEGES/
UNIVERSITIES



COST OF LIVING
**Approximately 10% lower
than the national average**



50 SQUARE
MILES



2024 CITY BUDGET
\$238,217,425



2024 PD BUDGET
\$31,064,228





CITY GOVERNMENT IN LYNCHBURG

Lynchburg has operated under a Council/Manager form of government since 1920. The City Council, comprised of seven members, is elected for four-year staggered terms of office. Lynchburg's City Council has created a vision to guide the community into the next millennium. Encouraging innovative approaches and focused, change-ready leadership, the City Council has prioritized public safety, infrastructure, lifelong learning, economic development, and quality of life.

The City Manager is responsible to the City Council for effectively operating all government functions. Since the early 1990s, the City has been actively engaged in high-performance development, which has resulted in innovative community/City partnerships, customer service improvements, regional visioning, and the increased use of technology in service delivery. A direct outcome of this work has been the development of a results-oriented strategy for government that will translate the vision and goals of the City Council into an internal strategic plan that provides focus and direction for the organization.



IDEAL CANDIDATE

The ideal candidate for the Deputy Chief of Police position can lead major bureaus in a modern, progressive police department, instilling trust within the community, developing and implementing plans to achieve the mission and vision of the department, and inspiring employees to perform excellently through development and mentoring. As a member of the police department's senior command staff, the Deputy Chief will be part of a collaborative group working with City staff and community members to provide leadership and management of department-wide issues while supporting the goals and objectives of the organization.

The ideal candidate will have a broad base of law enforcement experience in a variety of operational and administrative areas, have a Bachelor's Degree in a law enforcement or related field (a Master's Degree is preferred), possess knowledge of policing an urban-based community, be exceptional at relationship building both inside and outside the organization, possess excellent written and verbal communication skills, have a history of positive collaboration across divisions and groups, demonstrate a history of planning and facilitating special events, and have a strong desire to imbed themselves into the community.



IDEAL CANDIDATE *(cont)*

This position requires impeccable character and ethics, high morals, and a strong work ethic that, combined with uncompromising standards, inspires, and motivates others to excel. LPD values leadership, professionalism, and dedication while focusing on accountability, buy-in, and collaboration to partner with and protect its great community. The ideal candidate will be responsible for continuing to build trust in the community and the organization through transparent communication, innovation in problem-solving, and dedication to service.

EXPERIENCE AND EDUCATION

- As of March 1, 2024, one year of experience as a Police Captain or an equivalent-level command position or higher in a law enforcement organization of similar size and functional responsibility.
- Bachelor's (or higher) Degree from an accredited college or university. (Master's Degree is preferred.)
- A minimum of 11 years of certified law enforcement experience.
- Current Virginia DCJS law enforcement officer certification or the ability to obtain Virginia DCJS law enforcement officer certification within six months of hire.
- Must have successfully completed a recognized university-level management training program approved by the Chief of Police. Acceptable schools include, but are not limited to, the FBI National Academy, Administrative Officers Management Program (North Carolina State), National Criminal Justice Command College (University of Virginia), Southern Police Institute Administrative Officers Course (University of Louisville), and School of Police Staff and Command (Northwestern University).
- External candidates must complete the LPD application process prior to employment, which includes a polygraph examination, psychological examination, background investigation, physical examination, and medical examination.
- The Chief of Police has the final authority to determine whether a candidate has met the minimum qualifications for the rank of Deputy Chief.
- Must successfully complete IS100 and IS700 National Incident Management (NIMS) training within 90 days of employment.
- May also be required to complete higher levels of NIMS training as determined appropriate for the position.





DUTIES AND RESPONSIBILITIES

- Responsible for activities of a police bureau; plans, assigns, reviews, and supervises the work of subordinates; coordinates with other bureaus, City departments, and law enforcement agencies.
- Participates in the development and implementation of the department's long-range strategic plan, which includes community policing, stratified policing, and other department initiatives.
- Develops, plans, and implements bureau goals and objectives; recommends and administers policies and procedures.
- Researches, drafts, or recommends new or revised bureau work methods, procedures, and policies to ensure efficient operations that meet bureau goals. Analyzes appropriate data as needed.
- Devises more effective and efficient methods and procedures of providing police services to the public by reviewing, analyzing, and interpreting bureau activities, traffic accident data, citizen complaints, and crime data.
- Interprets and explains orders, policies, practices and procedures, and other operational information to subordinate personnel.
- Participates in internal investigative reviews.
- Conducts pre-disciplinary hearings.
- Assumes command of large-scale and/or critical incident situations such as natural disasters, public demonstrations, strikes, riots, traffic problems, and other unusual occurrences. Coordinates with other law enforcement or emergency agencies as appropriate.
- Addresses diverse socio-economic groups about police and community concerns.
- Oversees the investigation of major cases.
- Oversees the management of fleet and major equipment; supervises the procurement of major equipment.
- Responsible for selecting, supervising, and evaluating assigned staff; assigning work and ensuring appropriate training is provided; investigating complaints; recommending grievance responses; and exercising full supervision over employees.
- Coordinates the implementation of effective processes and models to produce bureau-wide diversity initiatives. Facilitates staff development on such issues as diversity and creating a respectful working environment.

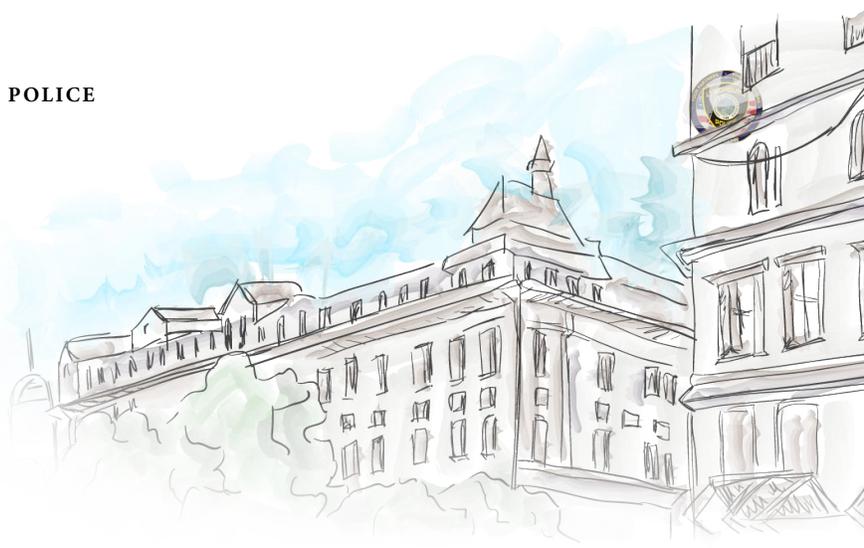


DUTIES AND RESPONSIBILITIES *(cont)*

- Participates in developing and planning recruitment and promotional processes and training and staff development programs.
- Develops, implements, and evaluates programs and special operations.
- Represents the department at City, community, inter-agency, or state-wide meetings.
- Conducts staff meetings to keep staff informed in a timely and effective manner.
- Identifies needed equipment and prepares appropriate budget requests.
- Responds to citizen complaints and questions regarding bureau personnel and activities.
- Initiates and monitors the implementation of bureau goals and operational procedures. Reviews supervisory and personnel reports and performance to assure acceptable levels of work accomplishment, compliance with departmental standards, and detection of work deficiencies.
- Manages bureau staffing to ensure operational readiness.
- Confers with the Commonwealth's Attorney and City Attorney on appropriate matters.
- Assumes the duties of the Chief of Police when absent.
- Serves on community and/or non-profit boards.

These qualifications seek a candidate who is not only a proficient law enforcement professional, but also a visionary leader adept at navigating the complexities of modern policing in a way that resonates with and serves the diverse needs of the Lynchburg community.





■ CHALLENGES AND OPPORTUNITIES

CHALLENGES

Like many departments across the country, recruiting and retaining highly qualified officers continues to be a challenge. LPD's next Deputy Chief should be able to provide a fresh perspective and creative strategies to attract talented officers to our agency.

LPD is a young department with several newly promoted field supervisors. The next Deputy Chief must be an experienced law enforcement leader with the ability to mentor and develop those under his or her command.

Like most law enforcement agencies throughout the Commonwealth of Virginia and across the country, LPD has a high volume of mental health calls for service that can be taxing on its resources. The next Deputy Chief must have the ability to network with other community stakeholders to develop solutions to the ever-increasing demand for police assistance.

OPPORTUNITIES

LPD is moving into a new state-of-the-art police headquarters in February of 2025. This new headquarters will be an inviting environment that will allow officers to engage with the community and deliver modern police services that are second to none.

The City has seen significant reductions in crime largely because of the LPD's implementation of the Stratified Policing Model. The next Deputy Chief will join a successful team committed to keeping the City a safe place to live, work, and play.

The next Deputy Chief will have the opportunity to lead a highly trained department that values continuing education and growth opportunities for all staff members.



■ HOW TO APPLY

The City of Lynchburg offers an excellent benefits package. The salary for this position has a range of \$125,008.00 to \$155,937.60. The position will be open until filled with an initial review of applications beginning with those received on or before May 31, 2024. An assessment center process for eligible candidates is scheduled for the week of June 24, 2024. Electronic submissions are required. Submit a cover letter, résumé, and five professional references to Recruitment@PASConsultingGroup.com.

The Deputy Chief selection process will consist of an assessment center, followed by an interview with the Chief of Police for a select number of candidates.

Questions should be directed to Niki Polk at **(770) 250-5651** or by email at Recruitment@PASConsultingGroup.com.



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