



Employment Opportunity *Executive Assistant Chief, Police Department*

City of Phoenix

ABOUT THIS POSITION

The Phoenix Police Department is looking for an exceptional leader with a heart for service, executive presence, and political aptitude to respond to the Phoenix Police Department's opportunities and challenges, both strategically and tactically to serve as the next Executive Assistant Police Chief.

As the Executive Assistant Police Chief, you will have a vital role in the strategic and operational goals of the department. This individual will be well prepared to address the significant strategic and operational issues facing the department including but not limited to community engagement and police reform efforts, successfully navigating a Department of Justice (DOJ) investigation, and resulting outcomes, staffing challenges and innovative strategies including civilianization of some roles as well as long-term fiscal and capital planning issues. This individual may be involved in organizing and directing the activities of any of the department's operations divisions.

This position reports directly to the Police Chief. The Executive Assistant Chief will also work in collaboration with the Community, Assistant City Manager, City Manager, Mayor and City Council. Except for general administrative direction, the incumbent works independently with performance evaluated on achieved results. The Executive Assistant Police Chief is an assignment of the base classification of Commander (if filled by a sworn position) and is a position appointed by the Chief. If filled as a civilian role, the position is a non-classified, at-will position.

SALARY

Hiring Range: \$217,027.20 to \$230,214.40 annually.

RECRUITMENT DATES

Recruitment closes **Thursday, August 1, 2024**. All materials must be received by 11:59 p.m. on this date.

HOW TO APPLY

[Apply online](#) by completing the required information and attaching, **as one document**, your cover letter and resume. Please include your experience as it relates to the qualifications stated above. Only the highest qualified may be posted to the eligible to hire list. The results of the resume screening process will be sent to your primary email address.

REFERENCE

Executive Assistant Police Chief: Job ID# 54992