Candidates interested in applying for the position should submit their application, resume, cover letter and reference information by April 16, 2021 at 4:30pm: www.wauwatosa.net/careers

**JOB DESCRIPTION: POLICE CHIEF**

Wauwatosa, Wisconsin is looking for a strong leader who demonstrates the experiences, skills and abilities described below.

The City and the Department expect the Chief to be an effective leader engaged with their employees, able to collaborate with others within and outside of the Department, and able to enthusiastically embrace challenges and opportunities to innovate and improve. The Chief must be a highly skilled developer of talent who uses that talent to ensure the Department moves forward to meet the future. The Chief must be comfortable making decisions and able to skillfully drive those decisions forward. The successful candidate must be able to build trust and confidence with all interested segments of the community. The Chief must be able to use their interpersonal skills to develop and maintain effective relationships and to use those relationships to create critical communication pathways throughout the Department and the community it serves.

**Salary and Benefits:**

- Starting salary range is $100,235 to $137,425, depending on qualifications; complimented by an excellent benefits package
- Retirement benefits through the Wisconsin Retirement System state pension plan
- Robust wellness program, including an on-site free health clinic and fitness classes

**Essential Duties and Responsibilities:**

**Strategic Leadership:**

The Chief will need to take an active role in setting the tone and the vision for the Department aligned with the needs of the community. They must be forward thinking, look beyond the status quo and envision what will be effective for the future. This person must be able to reach beyond the Police Department and collaborate across agencies to push forward public safety, recognizing that the goal of public safety is a community interest. The Chief will need to ensure their strategic perspective translates into day-to-day actions (e.g., policies, procedures, attitude and comportment) including open communication and accountability at all levels.
Strategic Leadership, continued:
The Chief will demonstrate through word and deed the leadership behaviors of valuing the diversity of thought and background in consideration of the strategic vision. Further, the Chief must balance the needs of different constituencies within the community to ensure effective police services are provided to all. The Chief will serve as a role model for the Department in interacting with the community and beyond, guiding the staff in this process and ensuring community relations are effectively addressed at all levels. The Chief must lead by example and instill confidence in stakeholders and employees regarding the overall tone and direction of policing, ensuring that the Department is prepared to meet the needs of the future.

Team Leadership:
The Chief must be prepared to identify and build a strong leadership team who will be actively involved with the officers and supervisors in driving the Department forward. They must also be comfortable with and embrace interacting with and motivating the rank and file, while respecting the chain of command. The Chief must demonstrate care and concern for officers’ wellness. They must be capable of motivating and engaging all employees and garnering ownership in the goals of the Department including ensuring an accountability at all levels for actions taken. The Chief must be capable of reinforcing the values of inclusion and equity when interacting with and/or leading others. An open communication approach where officers and supervisors feel comfortable reporting both successes and failures is critical.

Operational Readiness/Emergency Action:
The Chief must actively evaluate the Department to ensure that it is positioned to respond to/handle a range of law enforcement responsibilities such as patrol, investigations, security, and other emergency situations including natural and man-made disasters. This readiness includes ensuring that training matches the operational and community needs, and that officers’ actions match the Department’s intent.

The Chief must be comfortable using modern policing methods including the use of crime statistics, crime prediction, and community-oriented policing. In addition, the Chief must collaborate with others (cities, departments, task forces, regional working groups, etc.) within the region to address and solve problems/issues affecting the community recognizing that Wauwatosa, while a medium-sized community, is affected by communities around it. The Chief must be the face of the Department and be prepared to respond to and support officers in the field.

Crime analysis and crime mapping are among the newest techniques used at the Wauwatosa Police Department.

We annually respond to over 32,000 calls for service and more than 7,000 fire/medical calls routed through the joint dispatch center.
Essential Duties and Responsibilities, continued:

Community Relations:
The Chief must be capable of and comfortable with interacting and responding to the community on current and trending issues of interest. Key to success in this aspect of the job will be embracing a community-oriented approach to policing, seeing the value in personal interactions, and modeling this behavior in order to lead the Department forward. The Chief must work to build trust and confidence in the Police Department with various stakeholders, looking for opportunities to be inclusive when seeking out community involvement.

Even during a pandemic, the Community Support Division met with neighbors in person or via Zoom, organized a food drive, and met other needs of the community.

Managerial Stewardship:
The Chief must be able to perform a variety of management capabilities. The Chief will partner with other City departments on budget management, HR policies and procedures, legal processes/procedures, use of technology, and use of metrics/data to evaluate Department performance. The Chief must maintain a good working relationship with the police union while managing collective bargaining to the best interest of the City and community.

On Memorial Day, veterans within the department gather for an honored tradition.

Government Relations:
The Chief works with the City Administrator on day-to-day operations, the Common Council on policy issues, and the Police and Fire Commission on hiring, firing, and discipline of employees. The Chief will serve as the primary point of contact with other agencies within the City and across the State and within the law enforcement community and should be sensitive to legislative issues related to police that may impact the Department and the City.
Budget and Financial Management
The Chief identifies priorities for budget consideration and oversees the acquisition and use of resources in a fiscally sound manner. They must ensure that financial decisions align with the City and the community. The Chief must be able to seek out additional sources of revenue as needed and appropriate (e.g., financial assistance through grant writing or joint projects with other law enforcement agencies.)

The Chief is expected to be involved and active in ensuring the Department is sensitive to a broader city-wide perspective on budget demands to be more innovative, efficient and effective.

Other:
Serves as staff liaison to boards, committees, and commissions; attends various evening meetings, seminars, and training sessions, and represents the City in its law enforcement capacity; participates in professional organizations; responds to public record requests in accordance with state law; develops innovative solutions to attracting, retaining and promoting diversity in the workforce.

We have many divisions and specialty units in the department to respond to the unique needs of Wauwatosa:
- Community Support Officers
- School Resource Officers
- Special Operations Group
- Detective Bureau & Crime Scene Technicians
- Special Response Team - Tactical Unit
- Canine Unit
- Crash Investigation Unit
- Drug Recognition Officers
- Motorcycle Officers
- Field Training Officers
- Federal Task Force Officers
- Bicycle Officers
- Joint Dispatch Center (Police and Fire)
REQUIREMENTS

- Bachelor's degree in police science, criminal justice, public administration, psychology, sociology or other related field required, or the equivalent combination of education and experience; a relevant Master's Degree or higher is preferred.
- Must have at least ten (10) years of police experience with at least five (5) of those years being increasingly responsible management experience in a command level capacity with a range of operational and administrative experience in an urban/suburban police department.
- Wisconsin State certification as a Police Officer or be able to obtain certification within one year of employment.
- Valid Driver’s license at time of application. If out of state, a WI license must be obtained within 60 days of hire.
- Certification of firearms training and continuous education proficiencies are mandated yearly.
- Completion of an advanced police leadership training, such as the FBI National Academy, Senior Management Institute for Police, or the Northwestern University School of Police or similar is preferred.
- Must be able to pass a comprehensive law enforcement background investigation and psychological assessment.

ADDITIONAL CONSIDERATIONS

- Extensive knowledge of modern law enforcement practices, principles & policies required; must be comfortable using these policing methods including the use of crime statistics, crime prediction and community-oriented policing.
- Extensive experience in driving law enforcement practices that exemplify fairness, consistency, respect for differences and absolute compliance with applicable laws, statutes and departmental and city-wide policies.
- Superior verbal and written communication skills.
- Must be able to motivate and lead by example through honesty, integrity, openness, and transparency
- Leadership experience in a variety of management functions such as HR, legal, performance management, discipline, recruitment, budget and labor negotiations preferred.
- Proven ability to foster effective and positive working relationships with external and internal customers, including employees, residents, visitors and city officials.

The City of Wauwatosa reserves the right to utilize equivalencies where deemed appropriate with regard to education and experience requirements and may consider combinations of education and experience likely to lead to success with essential duties and responsibilities.

The City of Wauwatosa is an equal opportunity employer. We're passionate about creating an inclusive workplace that promotes and values diversity.
POLICE DEPARTMENT SERVICE

Wauwatosa has received high rankings about the level of satisfaction with city services, including police response time to emergencies (85% satisfaction, compared to a national average of 62%) and our efforts to prevent crime (74% satisfaction, compared to a national average of 55%).

Recently, the police department has evolved in the following ways:

- Expanded training opportunities for sworn officers – exceeding state requirements
- Purchased and created a body-worn camera program with community input on policy
- Became the only police department in the Greater Milwaukee area to join “Project Lifesaver” – a program to help find loved ones with dementia when they go missing
- Evolved the medical-aided dispatch center with new technology, so that dispatchers can walk callers through life-saving medical measures over the phone, such as CPR or emergency childbirth
- Helped evolve recruitment efforts, so that the staff in the police department is the most diverse quadrant in the city

CHALLENGES AND OPPORTUNITIES FOR THE NEXT POLICE CHIEF

Body-worn camera system
The next Police Chief will continue to implement the new body-worn camera system and review and revise policies over time.

Recruitment
The next Police Chief will continue a focus on recruitment and succession planning. Additionally, we are expanding the police department because of our new contracts with the regional medical campus. The successful candidate will also evaluate police services for opportunities to align and economize personnel resources with the needs of the community.

Milwaukee Regional Medical Campus
Our new contracts with the regional medical campus includes patrolling the grounds and providing law enforcement services to the campus. We anticipate hiring 21 new officers, expanding the police force by 20%. There is a captain dedicated to this bureau. The campus has a Level 1 trauma center and sees 30,000 visitors and employees a day.

Center for Public Safety Management Study
In 2020, we commissioned a study by the Center for Public Safety Management. The next Police Chief will lead the implementation of the results of the study.

Mental Health in the Community
With community partners, evolve police services to respond to increasing concerns about mental health, substance use, or other factors impacting mental health.
ABOUT WAUWATOSA

The City of Wauwatosa is a community of 48,000, central to the Metro-Milwaukee region. We are a destination retail and office development center and have excellent access from major regional thoroughfares. Wauwatosa offers some of the best housing choices in the metro area. It’s not just the homes that make great neighborhoods - our city is vibrant and well-established, always walkable to shops, restaurants, and entertainment, and we have an engaged citizenry with over 30 neighborhood associations.

Wauwatosa is the 14th largest City in Wisconsin.

While most residents are White, 16 percent are of a different race or ethnicity.

Source: U.S. Census (2019)

Daytime Population

- Over 55,000 people are employed in Wauwatosa but don't live in Wauwatosa.
- The medical campus in Wauwatosa has about 30,000 visitors per day.
- Shopping and tourism drives about 45,000 visitors per day. (Mayfair Mall sees about 16-18 million visitors per year.)

More Demographics

- Wauwatosa has a median household income of $82,392.
- 58.6% of residents have at least a bachelor’s degree.
- The median age is 39.8, which is higher than Milwaukee County and the State of Wisconsin.
- Approximately 9.9% of the population of Wauwatosa lives with a disability.
- About 6.5% of residents speak a language other than English.

Housing Units

Wauwatosa has over 21,000 housing units. The average residence is valued at $268,000. 62% are owner occupied and 38% are renter occupied.