

CITY OF BREa

POLICE CHIEF

DEFINITION

To plan, organize, assign, manage, and coordinate the work of Police Department personnel in enforcing laws and ordinances, protecting life and property, preserving order, and preventing crime for the Cities of Brea and Yorba Linda; to provide staff assistance to the City Manager and the City Council.

SUPERVISION RECEIVED AND EXERCISED

Receives administrative direction from the City Manager.

Exercises general direction over division heads and other subordinate personnel.

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

Direct and participate in the development of goals, objectives, policies, and priorities.

Plan, direct, supervise and coordinate the activities of Police Department personnel in preserving order, protecting life and property, and in enforcing laws and municipal ordinances.

Formulate departmental rules, procedures, and policies and see that they are carried out.

Research modern police management methods, formulate and enforce rules, procedures and policies for efficient operation of the Department.

Oversee the development and implementation of a departmental in-service training program.

Review the evaluations of employee performance and take appropriate actions where necessary.

Supervise and participate in the preparation and administration of the Department budget.

Confer with citizens and City officials on law enforcement problems and assist in the development of innovative municipal law enforcement policies.

Confer with County and State law enforcement officials and with other public officials.

Cultivate good community relations by appearing before civic, fraternal, and other community groups.

Recommend adoption and assist in preparation of City ordinances.

EXAMPLES OF DUTIES

Coordinate law enforcement activities with the activities of other City departments and other law enforcement agencies.

Select, supervise, train and evaluate assigned staff.

Participate in crime investigation activities as required.

Recommend traffic warning, regulation, and control devices to the City including locations for stop signs, traffic stripes, etc.

Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

Modern principles, practices, and techniques of police administration, organization and operation.

Technical and administrative phases of crime prevention and law enforcement, including investigation and identification, patrol, traffic control, records management, and care and custody of persons and property.

Laws, ordinances, and regulations affecting the work of the Department, including the California Penal Code, Vehicle Code, Health and Safety Code, Welfare and Institutions Code, Business and Professions Code, and relevant provisions of other State codes.

Use of firearms and other modern police equipment.

Principles and practices of organization and personnel management in municipal government.

Ability to:

Plan, direct, manage, and coordinate the work of the Police Department.

Develop and administer sound departmental policies.

Properly interpret and make decisions in accordance with laws, regulations, and policies.

Meet the physical requirements established by the Department.

Communicate clearly and concisely, orally and in writing.

Exhibit technical ability that commands the respect of subordinates.

Act quickly and calmly in emergencies.

Meet and deal tactfully and effectively with the public.

Experience and Education

To qualify for this classification, an individual must possess any combination of experience and education that would likely produce the required knowledge and abilities. A typical combination is:

Experience:

Twelve years of broad and extensive experience in all major phases of municipal police work including at least five years in a responsible middle management capacity preferably in a municipal police department.

Education

Equivalent to a Bachelor's Degree from an accredited college or university.

Licenses and Certificates

Possession of a valid Driver's License issued from the California Department of Motor Vehicles.