



MARSHAL'S OFFICE

Colorado City, AZ / Hildale, UT

Courage – Compassion - Integrity

TOWN OF COLORADO CITY

Notice of Employment Opportunity

POLICE CHIEF (MARSHAL)

Overview

The Town of Colorado City is currently accepting applications/resumes for the position of Police Chief (Marshal). The ideal candidate is an experienced professional that has excellent communication and interpersonal skills and is able to develop strong positive relationships. Candidates should have a reputation for strong leadership, honesty, accessibility, flexibility, and responsiveness. Colorado City is seeking candidates who value teamwork, and desire a professional and collaborative work environment, who have proven success building Public Safety Teams. The Town would like to create a culture of customer service where residents and staff take great pride in city leadership. The Town is seeking a Police Chief/Marshal who can collaboratively build a strong customer service and a community oriented policing culture within the department and community.

This is a Chief Law Enforcement position with the Colorado City Marshal's Office which provides law enforcement services to the communities of Hildale, in Washington County Utah, and Colorado City, in Mohave County Arizona, which are located between St. George, Utah and Kanab, Utah. The Marshal's Office serves a population of approximately 8,000 residents. We currently have a Chief/Marshal, one Sergeant, and six deputies. We currently have one car per deputy and the latest technology supporting our department.

Summary of Position

Plans, directs, manages and oversees the activities and operations of the Marshal's Office (Police Department) including field operations, records management, support and technical service, training, special programs; criminal investigations; public relations; administrative duties.

Principle Duties

Assumes full management responsibility for all Police Department operations; directs and manages the development and implementation of social media, departmental goals, objectives, policies and priorities; plans, directs, and coordinates the department's functions including crime prevention operations, criminal investigations and control of criminal intelligence data, traffic enforcement and accident investigation, property and evidence control; oversees the selection, assignments, scheduling, productivity, evaluations, development and discipline of department personnel; consults and cooperates with other local, state, and federal law enforcement agencies; meets with department heads, Town Manager, Council; consults with departments and public concerning crime, crime prevention, and local emergency planning; develops and administers the department's budget; approves purchase requests and expenditures and implements budgetary adjustments as appropriate and necessary. The Police Chief is a working Chief, who will respond to incidents and calls for service to assist another officer, direct emergency operations or provide administrative support; may also function as a uniformed patrol officer as needed or as a detective to follow up on cases, investigate, apprehend, interrogate, and conduct background investigations.

Required Knowledge, Skills, and Abilities

- Working knowledge of modern police methods, practices, techniques and equipment.
- Working knowledge of law enforcement administration, investigative procedures, legal liabilities and court room procedures.
- Working knowledge of the latest court decisions relating to search, laws of arrest/search and seizure, criminal procedure, and the collection of physical or any item of evidentiary value.
- Skill and knowledge in the lawful use of force.
- Demonstrated ability to supervise and administer a law enforcement agency/team.
- Willingness to gain working knowledge of pertinent federal and state laws and of city ordinances specifically, Colorado City Arizona and Hildale Utah.
- Public speaking skills.
- Skill in the use of Police vehicles and equipment.
- Ability to understand and carry out oral and written instructions and to prepare articulate, clear and comprehensive reports.
- Ability to operate a personal computer and various programs such as Spillman or ALERT, Microsoft Word, Excel, etc.
- Ability to recognize and deal with potential criminal, civil or other problems or concerns when they arise.
- Ability to assign, instruct, and review the work of subordinates.
- Ability to deal firmly but tactfully with other employees and the general public.
- Ability to analyze situations and adopt quick, effective, and reasonable courses of action with due regard to surrounding hazards and circumstances.
- Ability to work long hours and withstand the physical and mental strain of police work.
- Ability to organize, manage, utilize, and implement groups of people to effectively deal with exigent circumstances or emergencies.
- Working knowledge of and demonstrate problem solving skills
- Ability to develop and enhance community partnerships that will gain public trust and confidence.

The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description is illustrative only and does not constitute an employment agreement between the employer and employee.

This position is FLSA exempt.

Pay Rate

\$5,700 to \$6,700 per month (negotiable based on qualifications and experience.)

Minimum Qualifications

- At least 21 years of age

- Right to work in the United States
- No felony convictions
- High school diploma or equal
- Valid Driver's license prior to beginning the application process
- Associate Degree in criminology, law enforcement or related field is required
- Bachelor's Degree in criminology, law enforcement, or related field preferred
- Completion of a recognized law enforcement leadership course and instructor development course.
- Education and training in advanced level leadership, along with experience that provides the required knowledge, skills and abilities to successfully perform the essential functions of the job.
- Minimum twelve years of progressively responsible experience in the field of police work, including a minimum of seven years of police leadership experience. Some Lieutenant level or above experience preferred.
- Current Peace Officer Certification with the ability to certify in Arizona and Utah
- Demonstrated Ethical and Law-abiding behavior in both professional and personal life
- Within six months of hire, must live not more than 35 miles from the Town

Selection Process

- Written exam
- Physical agility test
- Written questionnaire
- Oral Interview
- Written proposal on what you will do to build trust and confidence in an ever-changing community, to include your knowledge, skills, abilities and talents to accomplish this task.
- Medical Examination
- Polygraph Interview
- Drug screening test
- Comprehensive Background Investigation
- Appointment will require the approval of the Hildale and the Colorado City Councils

The Colorado City Marshal's Office offers a competitive salary, paid holiday leave, personal/vacation leave program, dental, vision, life insurance, and other health benefits. The Town is evaluating options to offer medical insurance in the near future. A 401k contribution as a retirement benefit is being implemented. We do not participate in either state retirement system.

How to Apply

Applications are available at the Town of Colorado City, 25 South Central Street, Colorado City, AZ 86021. Applications may be requested from the Town Clerk at 928-875-2646 or clerk@tocc.us. In addition to the application, candidates shall submit a cover letter, resume or other supporting documentation. Applications should be submitted to the Town Clerk. The application period will remain open until filled.

THE TOWN OF COLORADO CITY IS AN EQUAL OPPORTUNITY EMPLOYER and does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provision of services.