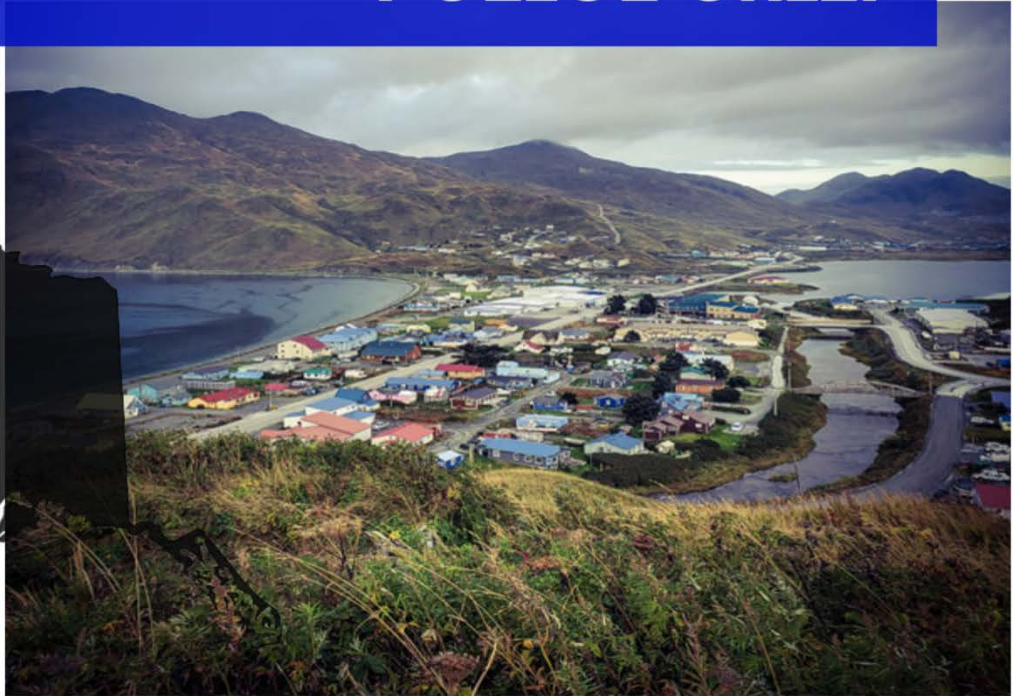




City Of Unalaska

# EXECUTIVE RECRUITMENT FOR POLICE CHIEF



## UNALASKA, ALASKA

The City of Unalaska is pleased to announce the recruitment and selection process for Police Chief for the City of Unalaska, Alaska. This brochure provides background information about the City of Unalaska and the municipal organization, as well as the challenges, opportunities and expected qualifications for the position. If the idea of becoming part of a dedicated team of professionals serving and living in a community with a thriving economy and quality of life like no other interest you, submit a cover letter, resume, employment application and two (2) writing samples (limited to two pages each) by April 6, 2020 to [mmurdock@ci.unalaska.ak.us](mailto:mmurdock@ci.unalaska.ak.us).

Electronic submissions are required.

**Questions regarding this opportunity should be directed to Michelle Murdock, City of Unalaska Human Resource Manager, either by email or by phone at (907) 581-1251.**

Additional Information about the City of Unalaska can be found on the City's website: [www.ci.unalaska.ak.us](http://www.ci.unalaska.ak.us)



## PROFESSIONAL ANNOUNCEMENT

**Unalaska, AK** (pop. 4,768) Unique, beautiful and dynamic Unalaska is seeking a visionary and collaborative leader to become its Police Chief and Director of Public Safety. Situated in the Aleutian Chain 800 miles southwest of Anchorage, Unalaska is the 12th largest city in Alaska, the largest in the Aleutians, and home to the International Port of Dutch Harbor. The Port consistently ranks first or second in the nation for the size and value of its seafood catch. Unalaska is home to 4,768 creative, friendly, industrious people who enjoy excellent schools, low crime and no unemployment. The island's population doubles during fishing and seafood processing seasons.

The City of Unalaska is a well-financed and professionally run organization, staffed by hardworking, talented and successful people. Under general administrative direction, the Police Chief will be the principle executive officer of the Unalaska Department of Public Safety (DPS). The Police Chief will work closely with the Fire Chief and the newly created stand alone Fire/EMS Department. The Police Chief, who will report directly to the City Manager, will be responsible for planning, organizing, and management of DPS, which includes Police, Communications, Corrections, and Animal Control, as well as an office of the Alaska Division of Motor Vehicles (DMV). The Police Chief may also function as the City's Emergency Management Coordinator. .



### **The successful candidate will have:**

- Ten (10) years professional law enforcement experience, including at least five (5) years at a command level in department of similar size, three of which should be at the level of lieutenant or higher and must have included responsibility for management of patrol and investigation functions. Alaska law enforcement experience preferred.
- Three (3) years of experience in operation of small jails or contract jails, emergency management, and management of the communications function.
- An Alaska Police Standards Council advanced level certification or ability to obtain at time of hire.
- Bachelor's Degree in criminal justice, public administration, law enforcement, police science or related field, and graduation from the FBI National Academy or Southern Police Institute preferred.
- Experience as a Police Chief or Director of Public Safety preferred.
- Demonstrated leadership and management skills.
- Strong oral and written communication, problem solving and interpersonal skills.
- An Alaska Police Standards Council advanced level certification or ability to obtain at time of hire.
- A Bachelor's Degree in criminal justice, public administration, law enforcement, police science or related field, and graduation from the FBI National Academy or Southern Police Institute, is preferred.



## THE MUNICIPAL ORGANIZATION

The City of Unalaska is designated as a first-class city and is located within the Unorganized Borough. It operates under the Council/Manager form of government. The Mayor and six members of the City Council are elected at large for three-year overlapping terms. The City Council is responsible for setting vision, establishing policy, approving an annual budget and associated appropriations, and appointing a professional City Manager who advises the Council, implements policy and oversees the operations of the local government.

The City Manager appoints all department directors and works closely with elected officials and City staff to develop a culture of high performance and excellence in delivery of public services. In addition to the Offices of the City Manager and City Clerk, City departments include: Administration; Finance; Fire; Planning; Public Safety; Public Works; Parks, Culture & Recreation; Public Utilities; and Ports and Harbors.

Current authorized personnel strength is 168 FTE and the total budget for FY2020, including proprietary funds, is approximately \$80 million.

## KEY FACTS

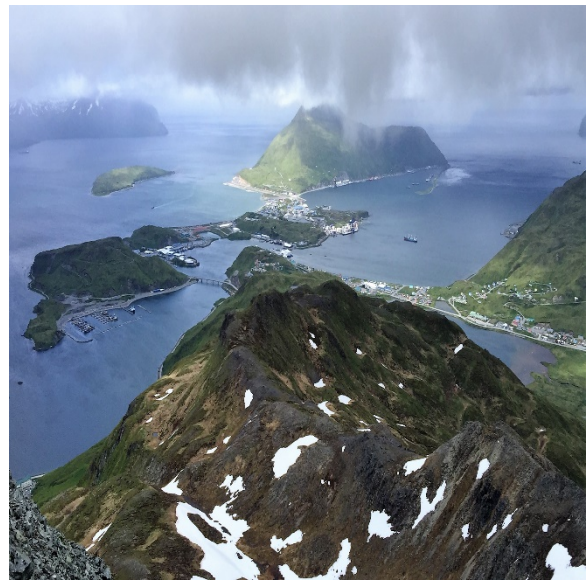
**Land Area: 212.68 sq. mi. (111.82 sq. mi. land; 100.88 sq. mi. water)**

**Households: 927 (2010) Average**

**Household Size: 2.46 (2010) Average**

**Family Size: 3.17 (2010) Mean**

**Annual Temperature: 40.9 °F**



## THE DEPARTMENT OF PUBLIC SAFETY

Unalaska has operated with a combined Department of Public Safety since incorporation in 1942. As a result of increasing complexity of operations, personnel recruitment, retention challenges and other considerations, the Unalaska City Council recently acted to separate the Unalaska Fire Department from the Department of Public Safety (DPS).

The legacy DPS, as stated before, encompasses the following functions; Police; Communications; Corrections; Animal Control; and oversight of the local office of the Alaska Division of Motor Vehicles (DMV). Pursuant to the Unalaska Code of Ordinances the Police Chief will either serve as Emergency Management Coordinator or provide support for the individual appointed to that position.

Total authorized personnel strength (excluding the DMV agent) is 26 FTE. The FY2020 budget of the legacy department is approximately \$5 million.



### CHALLENGES AND OPPORTUNITIES

The next Police Chief can expect to work closely with elected officials, City Management, City and Department staff, and other community stakeholders on a variety of challenges and opportunities, including:

- Reviewing and updating policies and procedures for the newly constituted Department of Public Safety.
- Playing a critical role in the pending facilities improvements. DPS and Fire share a structure, constructed in 1987, which is no longer able to support the operational needs of either department.
- Addressing ongoing challenges in recruitment and retention of personnel.
- Assisting the Fire Chief and others in revising and updating the City's Emergency Operations Plan and addressing, in conjunction with the facilities assessment, needs for the Emergency Operating Center.
- Building strong relationships and enhancing partnerships with key stakeholders including other City Departments and governmental entities, in particular the Ports and Harbors, as well as the U. S. Coast Guard.

## CANDIDATE QUALIFICATION CRITERIA

The City is seeking candidates with high integrity, a welcoming and collaborative approach, and an orientation toward results to serve as Police Chief. The following experience, training, leadership, and management style criteria have been identified as important attributes for candidates to possess and demonstrate.

### Education, Knowledge and Skills                      Experience,

- Ten years of professional law enforcement experience, including at least five years at a command level in department of similar size, three of which should be at the level of lieutenant or higher and must have included responsibility for management of patrol and investigation functions.
- Experience as a Police Chief or Director of Public Safety, and Alaska law enforcement experience, is preferred.
- Three years of experience in operation of small jails or contract jails, emergency management, and management of the public safety communications function.
- Strong and demonstrated leadership and management skills.
- Proven experience in creatively solving complex problems involving multiple stakeholders.
- Strong interpersonal and team-building skills.
- Strong oral and written communication, public speaking and presentation skills.

- Experience developing and implementing policies, procedures and processes in a law enforcement agency.
- Experience in a coastal community and familiarity with marine operations and maritime law is preferred.
- Experience in both creating and adhering to a budget.
- Management experience is preferred.
- Experience with negotiating and CBA's (Collective Bargaining Agreements)

*Other combinations of education and experience providing the knowledge, skills and abilities will be evaluated on an individual basis.*

### **Management and Leadership Style**

#### **The ideal candidate will:**

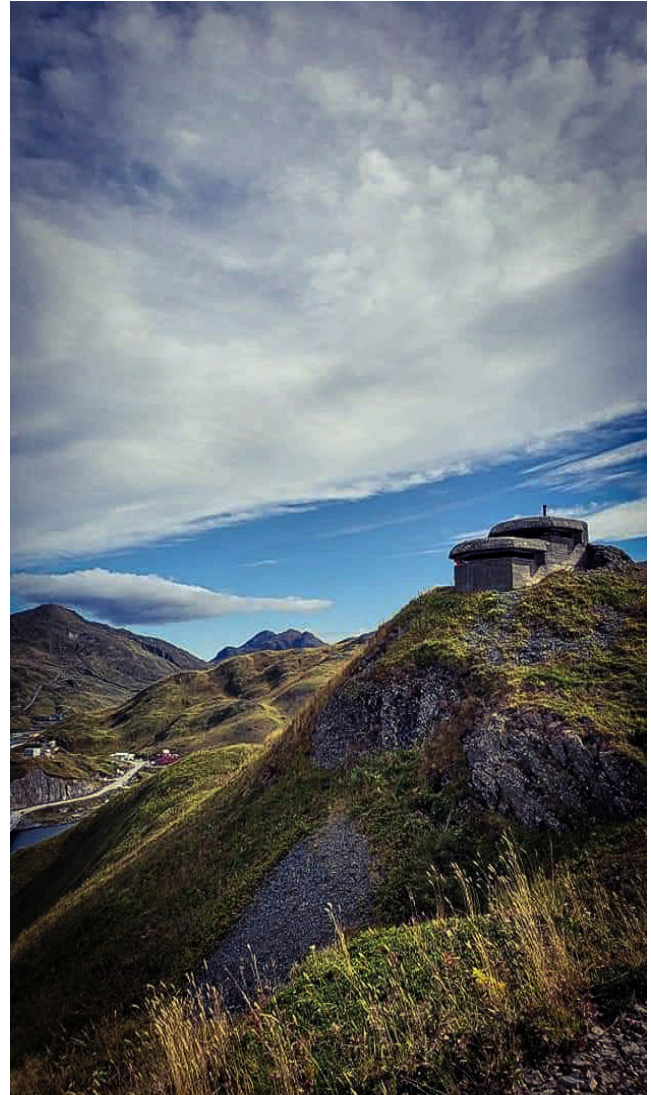
- Be a person of humility who exhibits the highest standards for honesty and integrity.
- Be a person who welcomes diversity of opinion.
- Establish and maintain productive working relationships with subordinates, peers, employees, elected officials and members of the public.
- Be a person who leads with an open style, views stakeholders as partners, and deals with all in a professional, fair, straightforward, and responsive manner.
- Be a person who is energized by challenges and brings a creative and results oriented approach to solving problems; a person who thrives in a



place where there is real opportunity to make things happen.

- Be a critical thinker able to distill information with clarity and who provides considered advice and a steady voice.
- Be a person who believes in and has a history of organizational transparency and encourages the involvement and input of staff.
- Be a person who embraces cultural diversity and is naturally collaborative, with a desire and ability to work effectively with all stakeholders.
- Be a person who exhibits a calm, disciplined and communicative demeanor.
- Have a management style that involves delegation of responsibility and authority, accountability for achievement of goals and objectives, while encouraging staff and helping them to be successful.
- Be a patient, resilient, and visionary leader with the ability to focus on the “big picture”, anticipate problems and opportunities, and understand current and past practices without being constrained by them.
- Have a commitment to improving processes and systems.
- Be a person who will appreciate the history of Unalaska and the partnerships that exist in the community, including in unique partnership with public education and the essential role played by non-profit organizations.
- Be a good listener.
- Be a person who meets people “where they are” and is committed to nurturing and developing talent in others.
- Be a person who enjoys working in a family atmosphere, in an organization that prizes teamwork and whose members genuinely care for one another.

- Be a person who will be visible and involved in the community and who recognizes the value and importance of “quality of life” resources and activities.
- Be a person who embraces the realities of island life, enjoys the outdoors, and will relish the opportunity to live and work in a truly amazing place.



## COMPENSATION AND BENEFITS

The salary range for the position of Police Chief is \$89,068 to \$142,508. The starting salary will be established based upon the qualifications and experience of the candidate selected. The City of Unalaska offers an attractive benefits package, including health insurance (medical, dental, vision, audio) at no cost to employees and dependents, Medevac insurance, and an annual air transportation allowance. The position participates in the Alaska Public Employees' Retirement System (PERS). Alaska does not have a state income tax.



# CHAIN OF COMMAND

