



# Police Chief

## Glendale Police Department



## THE OPPORTUNITY

The City of Glendale is seeking a community service minded, innovative, progressive, and dynamic law enforcement professional to lead the Glendale Police Department. The new Chief will exemplify professionalism and integrity, while promoting transparency and active community engagement, interaction, and partnerships at all levels of the organization. The ability to lead by example and instill a high degree of accountability while treating employees and the community with dignity and respect will be essential to success. Successful candidates will have excellent communication skills, a commitment to diversity and inclusion, and a collaborative, problem-solving approach.

## THE COMMUNITY

With a population of approximately 197,000, Glendale is the fourth largest city in Los Angeles County. It is located northeast of Los Angeles in the foothills of the San Gabriel Mountains and is traversed by the Golden State (5), Glendale (2), Ventura (134), and Foothill (210) freeways; the Hollywood-Burbank Airport is minutes away.

Glendale is noted for its excellent residential areas, schools, shopping facilities, libraries, parks, hospitals, and business environment.

Glendale is one of the most livable cities in Southern California, with beautiful well-established suburbs, a walkable downtown residential district, a top-rated school system, and numerous parks and recreational facilities located all within the 30.6 square miles of the City. The Americana at Brand is a one-of-a-kind community gathering place with a dynamic shopping, dining, residential, and entertainment district. The Glendale Galleria, The Exchange and Marketplace shopping and entertainment centers provide a good complement creating a vibrant and thriving downtown. The Montrose Shopping District, Adams Square, Kenneth Village, South Brand Boulevard auto dealerships, and a variety of other banking, financial, and business institutions push Glendale's daytime population to over 400,000.

The City is home to the Brand Library and Art Center, the Alex Theatre, and the Museum of Neon Art. Area attractions include Universal Studios, the Hollywood Bowl, the Los Angeles Zoo, Descanso Gardens, the Autry Museum of Western Heritage, the Norton Simon Museum, the Huntington Library & Gardens, Forest Lawn Art Collections, Dodger Stadium, Crypto.com Arena, and the Rose Bowl.

Glendale experiences the benefits of a culturally diverse community. Approximately 65 different languages are spoken in the City's schools. The City has strong neighborhood identification, with a total of 20 active neighborhood associations.



# CITY GOVERNMENT

Since its incorporation, Glendale has been a charter city governed by a City Council/City Manager form of government. Five Councilmembers are elected at-large and serve 4-year staggered terms. Each year the Mayor's position is rotated amongst the five Councilmembers. Other elected officials include the City Clerk and City Treasurer, while the City Manager and City Attorney are appointed by the City Council. The City Manager acts as the Chief Executive Officer responsible for the daily operations of the City and appoints all department executives who are, in turn, responsible for the daily operations within their individual departments.

The Police Chief is appointed by the City Manager with approval by the City Council.

Glendale is a full-service city supported by approximately 1600 full-time staff and a FY 2022-23 Total Budget of \$ 1.1 billion. The General Fund budget for FY 2022-23 is approximately \$280.5 million.

## THE POLICE DEPARTMENT

The Glendale Police Department is dedicated to protecting and improving the community's quality of life through effective partnerships and community-oriented policing. This is accomplished through professionalism, openness, leadership, integrity, commitment, and empathy. The City's engaged and professional staff understand the importance of public service and being responsive with a community-centered approach.



The Police Department responsibilities include 9-1-1 emergency response; proactive law enforcement; traffic enforcement and collision investigation; crime investigation and case preparation; community and school policing; and administration of the city jail facility. The Verdugo Regional Crime Laboratory (VRCL) which is a function of the Police Department provides services to local, regional and federal law enforcement agencies in the areas of DNA testing, crime scene investigation, latent print processing and evaluation, National Integrated Ballistic Information Network (NIBIN) entry, and digital evidence examination.

The Department is organized into the following Divisions: Administrative Services, Field Services, Investigative Services, Support Services, and Office of the Chief. To View the current Police Department Organization Chart [Click Here](#).

With a FY 2022/23 budget of \$122 million, the Glendale Police Department has a total of 378 full-time equivalents, including sworn officers and civilian employees working within one of five divisions.

## THE POSITION

The new Police Chief will skillfully cultivate and maintain effective partnerships with the community, City staff, and other law enforcement agencies to respond to emerging needs. Essential to success in this assignment will be the Chief's capacity to understand and value the needs of the community and demonstrate the ability to balance those needs with the needs of the Department. The new Chief will create opportunities for sworn and professional staff to grow through career development and training.

It is imperative that the Police Chief be committed to:

**Transparency:** Open and straightforward communication is highly valued. Someone who understands that they serve all of Glendale's citizens and embraces the responsibility to be responsive and accountable to the public.

**Collaboration:** A professional history and commitment to building and maintaining collaborative relationships including partnerships with other City Departments, citizen groups, local non-profits, the faith community, the business community, and other government agencies is critical to exercising impactful, responsive, and cost-effective public safety services.

**Diversity and Cultural Sensitivity:** The new Police Chief must demonstrate a commitment to high quality services and building an organization that reflects the Glendale community. The next Chief will help ensure that all segments of the community are respected, considered, and included in shaping effective public safety policy.

**Community Engagement, Accessibility, and Outreach:** The successful candidate will demonstrate experience in promoting active and meaningful engagement with all members of the community. Training and policies will include best practices and methods for building positive relations with the community. The new Chief will actively engage in the community and participate in community groups and City events.



# THE IDEAL CANDIDATE

The ideal candidate will be focused and well-versed in community-oriented policing and problem solving to address crime and quality of life challenges. The City desires a hands-on Chief who is an effective administrator and leader with an approachable presence that inspires the confidence and trust of the Police Department's members, City officials, and community members. The new Chief of Police will need to quickly address public safety concerns by handling issues thoughtfully and transparently, focusing on accountability and collaboration between the Police Department and the community.

The ideal candidate will serve as a resource to colleagues from other City departments and will view other internal departments as a partner and a resource. The Chief must function as an effective advocate for the Department while balancing the needs of various stakeholder groups. This position requires a person who is capable of operating with significant independence and initiative, yet open to input from key stakeholders. The Chief must possess political acumen and sensitivity. The successful candidate will be able to present their opinions in a tactful and diplomatic manner. A hands-on approach and willingness to lead by example are important qualities for the Police Chief. Candidates are expected to have thorough knowledge of the principles and practices of law enforcement administration, organization, and operation; thorough knowledge of pertinent local, State, and Federal laws, rules, and regulations; knowledge and understanding of the Council/Manager form of government; and expertise in all aspects of a sworn law enforcement department. The ability to contribute effectively in accomplishing the City's goals, objectives, and activities is also paramount.

A focus on well-rounded training programs outside of law enforcement including succession planning, talent development, information technology, automation, and other areas is important. In furtherance of the Department's mission, the ideal candidate will consistently promote diversity, equity, and inclusion. The Chief will be attuned to the diversity within Glendale and have a keen understanding of how policing affects people, organizations, and businesses within the community.

Additionally, the new Chief will be a highly ethical, collaborative, and dynamic professional who has a reputation of being a:

- **Balanced Leader:** The Chief of Police must continually balance a variety of viewpoints and interests in the community, within the City organization, and within the Police Department. The Chief needs to have empathy, stamina, and finesse to navigate successfully, both internally and externally.
- **Strong Communicator:** A strong leader with strong communication skills who is also compassionate, empathetic, highly collaborative, and transparent. The Chief will also encourage openness and demand accountability.
- **Selfless Leader:** A selfless leader who is genuine and has a global view that promotes the best interests of the City and the community at-large. The ideal candidate will rely on teamwork and collaboration within the Department, the community, and the broader City organization.
- **Effective Leader:** An effective Chief of Police must have a lens for diversity, equity, and inclusion. The Chief should be attuned to the diversity of residents and visitors within the City's boundaries and have a keen understanding of how policing affects people, organizations, and businesses.



# CHALLENGES AND OPPORTUNITIES

- Ensuring the Department engages in focused, objective-based strategic planning to address current technological needs and proposed changes impacting future department operations.
- Upcoming retirements in key positions will provide the next Chief the opportunity to select and mentor new leadership in the Department.
- Promoting the Department's image to reflect a highly responsive, community-focused, and customer service-oriented police force.
- Developing innovative outreach and employment activities to increase gender and ethnic diversity within all ranks of the Department including succession planning, retention, and overall staffing needs.



## QUALIFICATIONS AND EXPERIENCE

This position requires extensive, progressively responsible experience in law enforcement and crime prevention work, including considerable supervisory and administrative experience. Graduation from an accredited four-year college or university with major course work in police science, public or business administration or a related field is required. A P.O.S.T. Management certification is also required. In addition, candidates must possess ten years of experience in contemporary police work which has afforded progressively responsible experience in a variety of police functions culminating in a minimum of two years of responsible command-level duties.

Graduation from P.O.S.T. Command College, FBI National Academy, and/or a Master's degree in a related field is highly desirable.

# COMPENSATION AND BENEFITS

The salary for Police Chief is up to **\$267,071\*** with placement dependent on qualifications, plus the following additional compensation:

\*Note that salary is under consideration.

## **Additional Compensation:**

- POST (Supervisory, Management or Executive level) – Up to \$1,625/mo.
- FBI Academy or Command College\*\* – \$400/mo.
- FBI Academy and Command College\*\* – \$600.

*\*\*Supervisory/Leadership Institute, Los Angeles Police Department Leadership Program (formerly West Point Leadership Program) or Executive Development may substitute for FBI Academy and Command College.*

- Uniform Allowance – \$1,400/year
- Retiree Health Savings Plan (City Contribution) – \$375/mo.
- Professional Development/Physical Fitness Membership – \$450/year
- Weekend Holiday Mandatory Staff Duty Pay (at the discretion of the City Manager and Police Chief) – \$4,200/year
- Vehicle – Assigned

Employee benefits are competitive, generous, and include:

## **Retirement:**

The City participates in the California Public Employees' Retirement System under a 3% @ 55 retirement formula for PERS Safety "classic" member employees. New PERS members are under the PEPR formula of 2.7% @ 57. The employee pays the entire PERS employee contribution of 9% ("classic" members at 3% at 55 formula) or 11.5% (new PEPR members at 2.7% at 57 formula), plus 3% of the employer contribution.

## **Health Insurance:**

The City provides a choice of five plans including a very rich PPO plan through Anthem Blue Cross, as well as an Anthem California Care HMO and Kaiser plans.

## **Executive Medical Reimbursement Plan:**

City Executives who enroll in the Anthem Blue Cross PPO plan participate in the Executive Medical Reimbursement Plan (EMRP), which reimburses the employee for all out-of-pocket medical expenses incurred up to a maximum of \$10,000 per year.

## **Dental & Vision Insurance:**

The City offers a choice of three (3) dental plans and provides a vision benefit plan.



# COMPENSATION AND BENEFITS *continued*

## Life Insurance:

The City provides life insurance equal to 1.33 times annual earnings to a maximum of \$500,000.

Voluntary life insurance, including spouse and child coverage are available.

## Vacation, Holidays, Sick Leave, Executive Leave:

**Vacation:** Up to 160 hours per year, with carry-over and cash-out provisions.

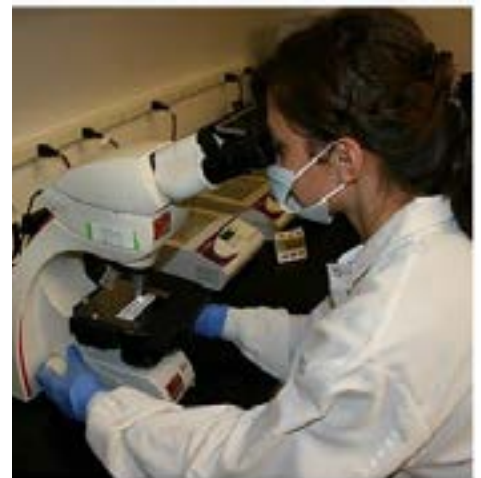
**Holidays:** 124 hours per year (cash-out up to 60 hours).

**Sick Leave:** 96 hours per year.

**Executive Leave:** Up to 100 hours per year.

## Other Benefits:

PERS level four survivor benefit; retiree health savings plan; voluntary 457 deferred compensation program; voluntary 401(a) defined contribution plan; long term disability insurance; credit union; employee assistance program; tuition reimbursement; flexible savings account.



## TO BE CONSIDERED

Interested candidates should apply by submitting a compelling cover letter and comprehensive resume. ***Resume should reflect years and months of employment, beginning/ending dates as well as size of staff and budgets you have managed including scope, breadth, and depth of supervision and administrative experience***, and five professional references via email to [apply@ralphandersen.com](mailto:apply@ralphandersen.com) no later than **Monday, August 15, 2022**. Confidential inquiries welcomed to Mr. Fred Wilson, Ralph Andersen & Associates at (916) 630-4900 or (714) 421-3258.





## APPLICATION EVALUATION:

This is a confidential recruitment process, and all aspects of this search will be handled accordingly throughout the various stages, including final selection. To ensure the utmost confidentiality, there will be no public release of applicants or finalist information during any phase of the recruitment process. Additionally, candidates should be prepared to submit a list of 5 references, although no references will be contacted until mutual interest has been established.

The evaluation will consist of a review of each candidate's qualifications including professional experience, education, certifications, and other suitable training, based on submitted materials, necessary to determine the most highly qualified and suitable candidates for the position. The recommended group of finalists will participate in three Oral Assessment Panels, which will consist of the following:

- **Professional Panel Interview** – The Panel will consist of Police Management professionals from other jurisdictions.
- **Community Panel Interview** – The Panel will consist of active and prominent members of the community.
- **Internal Panel Interview** – The Panel will consist of City of Glendale Executives and Upper Management employees, as well as Employee Association representatives.

Weights of the exam components are as follows: Professional Panel – 40%, Community Panel – 30%, Internal Panel – 30%. Candidates must pass each exam component with a minimum passing score of 70% in order to be placed on the eligible list.



[glendaleca.gov](http://glendaleca.gov)