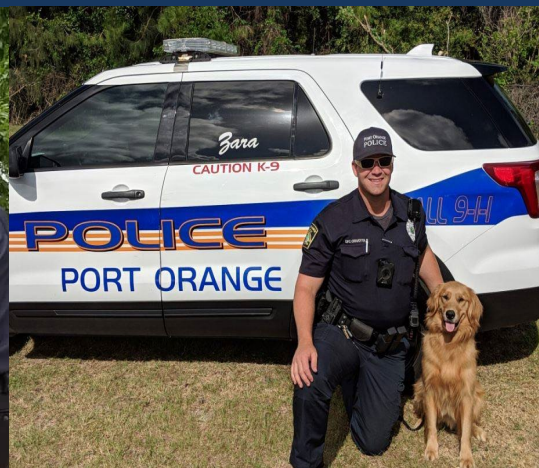


CITY OF PORT ORANGE, FLORIDA

Police Chief



THE COMMUNITY

Port Orange is a city in Volusia County, Florida and is part of the Deltona-Daytona Beach-Ormond Beach, Florida Metropolitan Statistical Area. The community of Port Orange was established in 1867 on the banks of the Halifax River. Now home to over 60,000 residents, Port Orange was planned by choice, not by chance blending beauty and opportunity within its 29 square miles. From its tree-lined streets to its parks, Port Orange is the pride of Volusia County.

Port Orange is made up of some 150 distinct "neighborhoods", each with its own distinctive flavor. There are many parks and recreational facilities in Port Orange, offering its citizen's multiple sports leagues, enrichment classes, community events, educational opportunities, community parks and playgrounds, extreme sport facilities and a multitude of recreational experiences for area youths and adults. Port Orange also has various events and fairs throughout the year, including the Spring Fair, Concerts in the Park, Art Fest, Annual Holiday Parade and more.

One of the largest annual events in Volusia County is Port Orange Family Days held in October. This four-day festival takes place at the City Center Complex and focuses on celebration of family and quality of life in Port Orange. Family Days features a carnival, business and non-profit expo, children's games, parade, food court and entertainment. Port Orange also boasts a highly regarded development approach, making an investment in Port Orange a secure investment. The spectacular weather, beautiful landscape and ample opportunities for fun makes Port Orange a great place to live, learn, work, and play.

CITY GOVERNMENT

The City Manager serves as the Chief Executive Officer of the City. This position oversees the day-to-day operations of the City and reports directly to the Mayor and City Council.



The City has operated under the Council-Manager form of government since 1971. This form of government consists of the mayor, a four-member City Council, and a professional City Manager.

The City Council appoints members of the community to boards and commissions to act as advisors on a wide variety of topics and projects. These advisory bodies act in an advisory capacity to the City Council, the City Manager or to departments of the city government.

The advisory groups are not responsible for day-to-day operations of departments, operating policies of departments or the business decisions of the local government.

The City's Vision and Mission:

Vision: A vibrant, prosperous, attractive and economically ageless community where the natural environment, culture and quality of life today meet the continuing opportunities for fun, success and security in the future. This makes Port Orange a great place to live work and play.

Mission: Port Orange provides a full range of high-quality municipal services to all its stakeholders in a safe, clean, attractive environment while safeguarding our natural resources and building a strong sense of community.

PORT ORANGE POLICE DEPARTMENT

The Police Department, with 95 sworn officers, one Reserve officer, and 30 non-sworn employees, provides law enforcement, code enforcement and animal control services throughout its primarily residential property. Employees are greatly assisted by more than 24 VIPS (Volunteers in Police Service). The department maintains one of the lowest per-capita officer ratios within its population class yet has a low crime rate.

Most Employees are represented by the following unions: International Union of Police Associations (IUPA) for Officers and Sergeants and Police Benevolent Association (PBA) for Lieutenants. Civilian employees are represented by the National Association for Government Employees (NAGE).

As a proactive and community-oriented police agency, the department subscribes to a philosophy of "community policing." Criminal trends are closely monitored so that strategies can be developed to meet the changing needs of the community.

The basis for monitoring trends results from the directive of the department to act upon every reported crime, regardless of its nature. By giving careful consideration to each incident the police force is able to maintain an accurate reading on the concerns of local residents. Police officers are trained to be client-oriented and forge close bonds throughout the community.

Port Orange Police Department Mission Statement:

We, the Port Orange Police Department, exist to serve all people within our jurisdiction with respect, fairness and compassion. We are committed to provide a safe and secure environment for every person in our community.

With community service as our foundation, we are driven by our Core Values to enhance the quality of life, seeking solutions to problems, while fostering a sense of security in communities and individuals.

We will nurture public trust by holding ourselves to the highest standards of performance and ethics. To fulfill our mission, we will emphasize the need for each officer to advance positive relations with our citizens through prompt, courteous and professional service.



THE IDEAL CANDIDATE

The ideal candidate will be expected to direct the Police department staff in the maintenance of peace and order, protection of life and property, and the prevention of crime throughout the Port Orange community.

- ◆ Will possess strong communications skills and will have the ability to connect and communicate effectively with citizens, neighborhood representatives, law enforcement agency heads, community partners, Port Orange PD members, City leadership, etc.

- ◆ Will have the ability to successfully maintain a culture that supports community-policing and strengthens community trust.
- ◆ Will be committed to modern policing techniques.
- ◆ Will have a demonstrated record of implementing effective community-policing or community engagement strategies.
- ◆ Will have proven strong, progressive leadership qualities to direct the department's personnel and maintain a visible presence within the agency and community.
- ◆ Will foster, participate in and encourage positive employee morale, providing officers a voice and an accessible leader.
- ◆ Will develop and promote a progressive vision in directing the department, implementing innovative techniques and policing methods to further advance the mission of the agency and community.

ESSENTIAL DUTIES

- ◆ Directs Police Department to ensure public safety and the enforcement of federal, state and city laws and regulations during both normal and emergency operations.
- ◆ Oversees the selection, training, development, motivation, discipline and evaluation of Police department employees for purposes of maximizing the effectiveness and efficiency of the delivery of services to citizens.
- ◆ Develops mission and long-term strategies of the police department.
- ◆ Establishes departmental goals and objectives; develops, implements, reviews, evaluates and revises plans, policies and general orders.
- ◆ Acts as liaison and coordinates departmental activities with other City departments and law enforcement agencies.
- ◆ Attends and participates in City Council meetings, as required, as well as various conferences, seminars, committee and technical meetings and special events.
- ◆ Prepares and manages a budget in accordance with meeting City and department strategic goals.
- ◆ Reviews and evaluates service delivery methods and systems including administrative, control and internal relationships. Identifies opportunities and implements improvements to systems and standard operating procedures to enhance operations and customer service.
- ◆ Responds to and resolves sensitive and complex inquiries and complaints.
- ◆ Provides administrative direction and supervises

professional, support and bargaining unit employees. Assigns, schedules, guides and monitors work.

- ♦ Interviews and hires applicants, recommends discipline, termination, promotion or other employee status changes. Enforces personnel rules and regulations and work behavior standards firmly and impartially.
- ♦ Appraises employee performance and reviews subordinate supervisors' evaluations. Identifies and resolves staff differences, conflicts and deficiencies.

SUPERVISORY RESPONSIBILITIES

The Police Chief manages command staff who directs the Criminal Investigation, Administration and Patrol Divisions. They will also be responsible for the overall direction, coordination and evaluation of these units. You may view the department's organizational chart [here](#).

EDUCATION AND EXPERIENCE

- Bachelor's degree in Criminal Justice, Public Administration, or a related field from an accredited institution of higher education affiliated with the Council for Higher Education Accreditation; Master's degree is preferred.
- Minimum of ten (10) years of progressively responsible experience in the field of municipal law enforcement and at least three (3) years' experience as a Chief, Assistant Chief, or high-ranking command position in a like size or larger law enforcement agency.
- Graduation from the FBI National Academy, Southern Police Institute Administrative Officer's Course or similar command development course is required.
- Any equivalent combination of training, education and experience that provides the necessary knowledge, skills and abilities may be considered for the minimum qualifications.
- *Certificates, Licenses, Registrations*
 - Valid Florida Driver's License required or the ability to obtain one.
 - Certified by the State of Florida Criminal Justice Standards and Training Commission as a Police Officer or qualified to be certified by the State of Florida after appointment.

KNOWLEDGE, SKILLS, ABILITIES

- Extensive knowledge of police administration and law enforcement principles, practices, methods and equipment.
- Extensive knowledge of laws, ordinances, applicable court decisions and legal processes.
- Considerable knowledge of the functions of county,

state, and federal law enforcement and regulatory agencies.

- Thorough knowledge of police records and evidence preservation, maintenance and reporting requirements.
- Knowledge of budgeting and fiscal control techniques and practices.
- Ability to effectively plan, direct, and supervise the work of department personnel.
- Ability to facilitate a positive image to the public relative to the Police department programs.
- Ability to establish and maintain effective working relationships with employees, officials, department heads, representatives of cooperating agencies and the general public.
- Ability to interpret oral, written, technical information and data dealing with complex variables to identify, analyze and solve management problems of considerable difficulty.
- Ability to effectively allocate department resources to meet administrative and operational requirements.
- Skilled in analyzing problems, identifying alternative solutions, projecting consequences of proposed actions, and implementing recommendations in support of goals and operational improvements.
- Working knowledge of personal computer and ability to use computer software applications including Microsoft Office Suite.

SALARY RANGE

\$100,000 - \$139,673



APPLICATION PROCESS & DEADLINE

To apply, please forward a cover letter and resume **ONLY** to: The Florida Police Chiefs STARS Program via email to: stars@fpca.com no later than **July 25, 2021**. Resumes received after the deadline will not be considered. Please be aware that Florida has very broad public records laws. Application may be subject to Florida Statute, Chapter 119.



The Florida Police Chiefs Association STARS Executive Search Program is assisting in the search process.

By providing **Selection, Training, Assessment, Recruitment and Support, the Florida Police Chiefs STARS Program is setting the standard for finding, retaining and supporting the best police chiefs available. The STARS Program will take local municipalities through an extensive search and qualification process.**

Once a candidate has been hired, the STARS Program will remain engaged to provide training and mentoring to ensure a seamless transition for the new Chief of Police. This unique hands-on approach will result in Chiefs of Police who are well qualified, supported by a network of professionals and ultimately successful in serving their communities.

If you have any questions regarding this search, please forward your questions to stars@fpca.com.

■ ADDITIONAL INFORMATION

Additional information regarding the City of Port Orange may be found at: www.port-orange.org

Additional information regarding the Port Orange Police Department may be found at: www.port-orange.org/439/Police-Department

Officer Requirements in the State of Florida may be found at: www.fdle.state.fl.us/CJSTC/Officer-Requirements/Officer-Requirements-Home.aspx