



FLORIDA AGRICULTURAL AND
MECHANICAL UNIVERSITY (FAMU)

**Assistant Vice President for Campus
Safety & Security/Chief of Police**



THE UNIVERSITY



Founded October 3, 1887, Florida Agricultural and Mechanical University (FAMU) is a public, Historically Black University located in Tallahassee, Florida. What distinguishes FAMU from other universities is its legacy of providing access to a high-quality, affordable education with programs and services that guide students toward successfully achieving their dreams. FAMU is part of the State University System of Florida and is accredited by the Southern Association of Colleges and Schools Commission on Colleges.

In addition to the main Tallahassee campus, FAMU has several satellite campuses across Florida. These include the College of Law in Orlando and the College of Pharmacy and Pharmaceutical Sciences, Institute of Public Health, which has sites in Crestview, Tampa, Jacksonville, and Miami.

FAMU enrolls 10,000 students from across the United States and more than 70 countries.

- 2020-2021 Academic Profile (Admitted First Time in College Students) – 3.67 GPA / 23 ACT
- Retention Rate 82% / Acceptance Rate 30%
- One-third of summer and fall 2020 incoming students majored in S.T.E.A.M.
- Ranked #91 in 2023 U.S. News & World Report Rankings
Highest-ranked public HBCU for five consecutive years
- Top 25 for Social Mobility Index
- 23-degree programs ranked in the top 10
- Number 1 HBCU for Research and Development (National Science Foundation)
- Named Fulbright HBCU Institutional Leader

FAMU, DEPARTMENT OF CAMPUS SAFETY & SECURITY

With a FY23-24 budget of \$3,781,847 and twenty-five (25) sworn officers, the agency was established and

promulgated through [Florida State Statute 1012.97](#).

FAMU sworn officers have complete police authority to apprehend and arrest anyone involved in illegal acts on campus and in areas immediately adjacent to the campus.

If minor offenses involving University rules and regulations are committed by a university student, officers may also refer the individual to the Office of Student Conduct and Conflict Resolution/Dean of Students. Major offenses may involve joint investigative efforts with other local and state law enforcement agencies.

The prosecution of all criminal offenses, both felony and misdemeanor, is conducted at county, state, and federal court levels.

We will treat all students, faculty/staff, visitors, and merchants of the FAMU community with fairness and impartiality.



INTEGRITY

We will always act with honesty and transparency in everything we say and do. Our actions will always be consistent with our core values, our code of ethics and the law.

DEDICATION

We are committed to excellence and strive to provide the highest quality of professional law enforcement service to the students, faculty/staff, and visitors of FAMU with the ultimate goal of creating a safe environment where people can work, live, and visit without fear.

EXCELLENCE

We will strive for excellence in every action we take. Excellence is not automatic, but everyone in the FAMU Department of Campus Safety & Security has the capacity to have it. How we treat our work and other people affects our excellence. We will aim beyond mediocrity while rising above minimum standards; we will always set our goals high.

JOB DESCRIPTION

The Assistant Vice President for Campus Safety & Security/Chief of Police plans and executes programs for the proper protection of the university community, its people, and its property.



PREFERRED QUALIFICATIONS

- Master's degree from an accredited institution in Law Enforcement, Criminal Justice, or closely related field.
- Six years of professional full-time experience in law enforcement.
- Experience as a lieutenant or comparable level with command experience.
- Experience as a Director or Assistant Director of a university public safety department or comparable organization.

REQUIRED EDUCATION AND EXPERIENCE

- Bachelor's degree from an accredited institution in Law Enforcement, Criminal Justice, or closely related field.
- Eight years of professional full-time experience in law enforcement.
- Any appropriate combination of relevant education, experience, and/or certifications may be considered.
- Supervisory law enforcement experience with an agency comparable to FAMU's size or larger.
- Florida law enforcement certification or the ability to obtain within six months of employment.

- Valid Florida driver's license or the ability to obtain one.

Knowledge, Skills & Abilities

- Knowledge of business and management principles involved in strategic planning, resource allocation, human resources modeling, leadership technique, and coordination of people and resources.
- Knowledge of federal, state, and local laws, statutes, regulations, codes, and standards related to the area of responsibility.
- Knowledge of legal processes, criminal justice system, law enforcement principles and techniques and investigative procedures.
- Excellent interpersonal, verbal, and written communication skills.
- Skill in using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems.
- Ability to initiate and implement new systems and procedures and to evaluate their effectiveness.
- Ability to work collaboratively and build strategic relations with colleagues, vendors, and other stakeholders.
- Ability to develop and manage a budget within fiscal allocations.
- Ability to take initiative to plan, organize, coordinate, and perform work in various situations when numerous and diverse demands are involved.
- Ability to develop, interpret, and evaluate policies and procedures.
- Ability to utilize data and information to make decisions and projections.
- Ability to effectively plan and delegate the work of others. Creates and maintains a harmonious, safe work environment.
- Ability to interpret and apply laws, regulations, policies, and procedures consistently.
- Ability to diffuse and respond professionally to stressful situations and difficult people.

Job Duties

Typical duties include but are not limited to:

- Responsible for the operational management and administrative direction of a department within law enforcement and security services and supports the mission and vision of the division, department, and the University.
- Responsible for an effective organization structure. Hires and retains skilled employees.
- Ensures officers and staff are adequately trained and certified to carry out functions.
- Leads strategic planning and staffing responsibilities.
- Provides coordination, guidance and process management for senior management involved in services and programs delivered to the university community.
- Responsible for formulating and administering the annual operating budget and ensures appropriate expenditure of all funds allocated for department administration.
- Provides leadership and direction in policy development and implementation.
- Responsible for developing and maintaining partnerships throughout the University in order to attain departmental goals and objectives.
- Responsible for developing and maintaining partnerships with external law enforcement agencies.
- Enforces state and federal laws, municipal ordinances, and applicable University rules and regulations.
- Serves as essential personnel and provides assistance in the event of an emergency on campus.
- Maintains Financial Disclosure in accordance with Chapter 112 F.S.
- Makes public presentations and statements to the media as required.
- Maintains accreditations.

SALARY

Up to \$161,000 (negotiable)

RESUME SUBMISSION

Please send a cover letter and resume ONLY to The Florida Police Chiefs STARS Program via email at stars@fpca.com no later than **June 14, 2024**. Resumes received after this date will not be considered.

ADDITIONAL INFORMATION

Additional information regarding the University can be found at: [Florida A&M University - FAMU](https://www.famu.edu/)

Officer Requirements in the State of Florida may be found at: <https://www.fdle.state.fl.us/CJSTC/Officer-Requirements/How-to-Become-an-Officer>



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 law enforcement leaders available. The STARS Program will take local municipalities or other hiring entities 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 individuals who are well qualified, supported by a network of professionals and successful in serving their communities.