

# HUMBOLDT STATE UNIVERSITY CALIFORNIA STATE UNIVERSITY

INVITES YOUR  
INTEREST IN  
THE POSITION OF

## POLICE CHIEF



**BOB MURRAY  
& ASSOCIATES**  
EXPERTS IN EXECUTIVE SEARCH

# THE UNIVERSITY

Humboldt State University (HSU) is located hillside in Arcata, 270 miles north of San Francisco and 95 miles south of the Oregon border and is the northernmost campus of the 23-school California State University system.

The main campus, nestled at the edge of a coastal redwood forest, has commanding views overlooking Arcata, much of Humboldt Bay, and the Pacific Ocean. Its small college town location is notable for its natural beauty, progressive values, and relative remoteness.

Humboldt State University is a unique institution where students, faculty, and staff are engaged in learning that makes a difference. HSU students thrive on the countless opportunities available for hands-on research and creative activity. The University has a long-standing tradition of academic excellence. It consistently ranks among the top regional colleges and universities.

The University's mission is to provide a quality education, generate new ideas, and use knowledge to underscore a set of values within its students – excellence, fairness, diversity, honesty, trust, and openness. HSU's goals are to be student-centered; promote diversity and inclusion of people and perspectives; practice social and environmental responsibility; be a role model for community involvement; and promote responsible economic development.

With 48 undergraduate majors, 69 undergraduate minors, 71 options/concentrations, 11 graduate programs, 13 credential programs, and 9 certificates of study, HSU has a student population of approximately 6,000. The location of the University affords students the potential for outside activities in local parks and public lands, which include miles of accessible, undeveloped coastline. Rivers and streams, forests, and extraordinary terrain are just outside the classroom door.

# THE POLICE DEPARTMENT

Humboldt State University is responsible for endeavoring to protect the lives and property of every person who is on the campus, and for maintaining an environment suitable for the orderly conduct of its educational and other functions.



The main campus, nestled at the edge of a coastal redwood forest, has commanding views overlooking Arcata, much of Humboldt Bay, and the Pacific Ocean.

HSU's Police Department provides a safe and secure environment for the Humboldt State community 24 hours a day, 365 days a year. They oversee crime prevention, general security, and live scan. Duties also include criminal and traffic investigation, law enforcement, escorts of valuables and equipment, report of safety hazards, assistance to motorists, multi-hazard emergency support and assistance to other law enforcement and social service agencies.

The University Police Department is a team committed to providing professional, service-oriented law enforcement to the campus community. All personnel are proactive, accessible, and accountable representatives of Humboldt State University, as well as active partners with local agencies serving the North Coast.

# THE POSITION

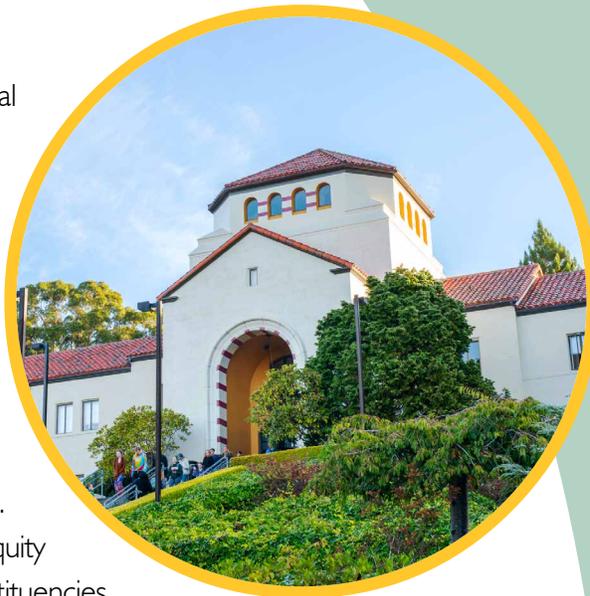
Under general direction of the Vice President for Administrative Affairs, the Chief is responsible for leadership, direction, and management of 25 (13 sworn) full and part-time employees, and about 20 student employees. The Chief leads three primary units within the University Police Department (UPD): Police & Dispatch/Records, Emergency Management, and Live Scan. The Chief is responsible for creating and implementing a vision that integrates the principles of community policing into a comprehensive university law enforcement program that includes: 9-1-1 dispatch;

preventative patrol; general law enforcement; crime prevention and reporting; criminal investigation; bicycle, skateboard, and pedestrian safety; parking and traffic enforcement; workplace violence risk reduction, lost and found services; and other programs.

The Chief will lead with an equity lens in working with all constituencies and ensure the department is trained to support individuals from all backgrounds.

The Chief directs UPD's managers & supervisors to develop and lead a cohesive, motivated, and competent team of employees who provide professional, service-oriented campus law enforcement including deployment of two sworn officers and one 9-1-1 dispatcher on duty 24/7/365. The Chief ensures that personnel are proactive, accessible, and accountable representatives of HSU, and active partners with local agencies. The Chief maintains strong partnerships with nearby law, medical, emergency management, and fire/rescue entities. The Chief ensures that UPD takes a leadership role in establishing and supporting the Incident Command System (ICS) for campus emergencies and uses the Standardized Emergency Management System (SEMS) and National Incident Management System (NIMS) for major emergencies and disasters. The Chief serves on the Emergency Management team, providing leadership for the development and management of plans and procedures, emergency alerts, building evacuations, other drills, and the HSU Emergency Operations Center.

The Chief is responsible for UPD's close working relationship with HSU administrators, faculty, staff, and students. The Chief: directs and motivates Sergeants and the Dispatch Supervisor to competently schedule and supervise shifts; manages employees' training and performance expectations; mitigates risk and liability; and competently guides UPD officers in their discretion and dual roles as sworn peace officers and HSU staff in the independent and objective enforcement of applicable



state and university laws, with a mission that emphasizes student success.

The Chief closely manages the investigation of serious crimes and internal affairs complaints; authorizes and oversees grant applications and grant expenditures; monitors the department's budgets and authorizes purchases and travel; and carries responsibility for the department's ongoing compliance with various mandates of law and policy. The Chief is also responsible for ensuring the campus Live Scan (fingerprint) program is competently managed. The Chief is expected to speak publicly, lead committees, and to work closely with HSU Marketing and Communications and the media. The Chief serves as a trusted resource and advisor to the HSU administration on

issues related to campus safety, preservation of peace, laws and regulations, workplace violence, and other matters.

Humboldt State University is seeking a Chief of Police that is open, honest, and responsive to the university staff and the community.

## THE IDEAL CANDIDATE

Humboldt State University is seeking a Chief of Police that is open, honest, and responsive to the university staff and the community; a strong manager that is inspirational and motivational; whom has excellent oral and written communication skills, as well as experience speaking publicly, and leading committees. The new

Chief of Police should have a demonstrated ability to work with a diverse population and will work tactfully and effectively with the very diverse community that makes up the HSU students, faculty, and staff; and that have been able to hire and retain employees that mirror the diversity of the community. Candidates that can show care, concern and safety for the entire campus population will do well in this process, as will candidates that have a demonstrated commitment to diversity, equity and inclusion, and a passion for the higher educational environment.

Candidates will demonstrate current knowledge of police management methods and philosophies, law enforcement practices, procedures, and legal issues; possess knowledge of external funding sources along with the ability to manage complex budgets and grants with business acumen, and a passion for the educational environment are desired strengths. The new Chief should be innovative and technologically savvy. Candidates who understand and use social media will be valued. An emphasis on safety for students and an understanding of the campus community is essential. Candidates should know the difference between municipal policing and policing a campus environment. Experience as a sworn peace officer at a four-year college or university is preferred.

A typical candidate will be a currently employed sworn peace officer or honorably retired and able to meet California Peace Officers Standards and Training (POST) certification requirements within one year of appointment, including completion of a POST Management Certificate. Candidates must possess a bachelor's degree from an accredited college, university, or equivalent institution; a graduate degree or advanced training is preferred. Fifteen years of law enforcement experience is required, including a minimum of four (4) years of management and administrative responsibility at the command level. A combination of education and experience that is equivalent to these requirements may be substituted.

## COMPENSATION

The annual salary range for the Chief of Police is \$152,748-\$165,000; placement within the range is dependent upon qualifications and experience. The position is a full-time, twelve-month management position.



The University also offers an excellent benefits package including membership in the California Public Retirement System (CalPERS).

## TO APPLY

If you are interested in this outstanding opportunity, please visit our website at [www.bobmurrayassoc.com](http://www.bobmurrayassoc.com) to apply online.

**Filing Deadline:  
November 27, 2020**

Following the closing date, resumes will be screened according to the qualifications outlined above. The most qualified candidates will be invited to personal interviews with Bob Murray & Associates. A select group of candidates will be asked to provide references once it is anticipated that they may be recommended as finalists. References will be contacted only following candidate approval. Finalist interviews will be held with Humboldt State University. Candidates will be advised of the status of the recruitment following selection of the Chief of Police.

If you have any questions, please do not hesitate to call Mr. Joel Bryden at:  
(916) 784-9080

***Humboldt State University is an Equal Opportunity/Title IX/ADA Employer. Applications from and nominations of qualified women, minority candidates, covered veterans and disabled persons are particularly encouraged. Humboldt State University hires only individuals authorized to work in the United States.***

