



**POLICE
CHIEF**



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

THE COMMUNITY

Known as “The Gateway to the Delta,” Pittsburg is located in Contra Costa County on the southern shore of the Suisun Bay in the East Bay region of the San Francisco Bay Area and is part of the Sacramento–San Joaquin River Delta area. Pittsburg currently has a population of over 75,000 and is expected to grow to 90,000 in the next 20 years. Pittsburg is ideally located with easy access to the rest of the Bay Area through two Bay Area Rapid Transit (BART) stations.

The beautifully redeveloped Old Town and Marina District are two highly visited places of interest in Contra Costa County. Located at the confluence of the Sacramento and San Joaquin rivers, Old Town has much to offer to residents and visitors alike. Pittsburg’s Old Town has become the place to find a broad range of dining options, a historical theater, retail, professional services, and available spaces for expanding or new businesses.

The Marina has nearly 600 boat slips, a public boat launch, fuel dock, cafe, wine bar, bait shop, and Pittsburg Yacht Club. The Pittsburg Marina is the finest on the Delta. Pittsburg has featured such events as the Seafood and Jazz/Blues Festivals, car shows, ice skating, movies in the park, kayaking, kiteboarding, and fishing derbies. Pittsburg has been a city in progress and promise for nearly a century and a half. Pittsburg is striding into the future, each day more prosperous than the one before. New homes renovated older homes, new businesses, commercial centers and a historic district being revived are all signs of even better times to come.

THE ORGANIZATION

The City of Pittsburg operates under a council-manager form of government and derives its authority from both the California constitution and laws enacted by the state legislature. All legislative power is held by the publicly elected five-member City Council, which consists of the Mayor and four Council Members. All Council Members have equal authority. The Mayor, however, has the additional responsibility of presiding over City Council meetings, signing official documents, and performing ceremonial functions. City Council Members are elected in November and hold office for four years. The Mayor is selected among the Council Members and serves for a one-year term. The City has an elected Treasurer who is responsible for auditing and examining all investments made by the City of Pittsburg authorized personnel. Finally, the City has an elected City Clerk who is the official custodian of the City’s vital records and legislative history, City seal, and administrator of the City’s records management program.

The Pittsburg Police Department has no greater honor than to keep its citizens safe and to serve the community. The Department pledges to continue its partnership with the community, build valued relationships based on mutual respect and open dialog through professionalism, excellence, and trust. The Department has 109 full-time employees with 86 sworn personnel and 23 non-sworn. The Department has an Operations Bureau responsible for the management of the



Patrol Division, representing the largest component of the Department, as well as the Traffic Unit. The Support Services Bureau is responsible for the management of the Investigations Division, Property/Evidence Division, Records Division, and the School Resource Officer Program.

The Police Department enjoys good support from the community; the City government is very stable and the Council supports and works well with all City departments.

For much more information on the City of Pittsburg Police Department, visit our website at:

<https://www.pittsburgca.gov/services/police>

THE POSITION

Under administrative direction from the City Manager and Deputy City Manager, the Police Chief plans, manages, oversees, and directs the operations and services of the Police Department which includes law enforcement, crime suppression and prevention, and neighborhood policing activities. The Chief also coordinates activities with other City officials, departments, outside agencies and organizations and provides responsible and complex staff support to the City Council and City Manager.

The Police Chief is the senior executive level class which oversees all functions and operations of the Police Department and is responsible for all law enforcement personnel in preserving order, preventing crime, protecting life and property, and enforcing laws and municipal ordinances. This classification is distinguished from the next lower classification of Police Captain by having overall responsibility for all law enforcement program activities for the City.

Essential responsibilities include, but are not limited to the following:

- Accepting full responsibility for all Police Department activities and services including preserving order, preventing crime, protecting life and property and enforcing laws and municipal ordinances, coordinates activities with other City officials, departments, other agencies and organizations.

- Developing, implementing, and maintaining departmental goals, objectives, policies and procedures; works directly with sworn and civilian personnel in the development and interpretation of City and department policies; reviewing and evaluating work methods and procedures for improving organizational performance, enhancing services and meeting goals; ensures that goals are achieved.
- Planning, directing, and coordinating the Police Department's work plan through department staff; assigning work activities and responsibilities to appropriate personnel; reviewing and evaluating organizational effectiveness and productivity; identifying and resolving problems and/or issues.
- Overseeing the selection, training, and evaluation programs for all sworn and civilian personnel; provides or coordinates in-service training; identifying and resolving staff deficiencies; implementing discipline procedures; reviewing the work of department personnel to ensure compliance with applicable federal, state and local laws, codes and regulations.
- Preparing, managing, and coordinating the development of the Police Department's budget; preparing forecasts of necessary funds for staffing, materials and supplies; monitoring and approving expenditures; discussing and resolving budget issues with appropriate staff; implementing adjustments as necessary.
- Serving as a resource for law enforcement personnel, City staff and other organizations; coordinating pertinent information, resources, and work teams necessary to support a positive, productive, and cooperative work environment.
- Attending and participating in professional and community meetings; staying current on issues relative to the field of law enforcement, crime prevention and service delivery responsibilities; responding to and resolving sensitive and complex community and organizational inquiries, issues, and complaints.
- Establishing positive working relationships with representatives of community organizations, state/local agencies and associations, City management and staff, and the public to further the public relations program of the department.



and encourage the Department's personnel, while maintaining accountability and appropriate discipline. The ideal candidate must be an individual known for having outstanding communication skills and an approach characterized by fairness, integrity, openness, honesty, transparency, and the ability to listen. The next Chief of Police will be expected to value both sworn and professional staff, as well as make recruitment and retention of employees a priority.

The Chief must also be able to demonstrate the ability to inspire confidence and trust of Department staff, City officials, and community members alike. The ideal candidate will be an inspirational, visionary, and innovative individual able to enhance the morale of the Department. An approachable, responsive, confident, caring, and trustworthy candidate is sought.

A Chief who will demonstrate a personal commitment to engaging community members and forming relationships based on understanding and compassion—and who will encourage the same in all members of the Police Department will be valued. The ideal candidate will have experience working with a diverse community and in working with a variety of groups at the neighborhood level.

The selected candidate will embrace the public visibility inherent in this position and work to form a relationship of positive, frequent engagement with diverse sectors of the community. Candidates that are willing to work together collaboratively with the community, the staff, the City, and regional partners will do well in this process.



THE IDEAL CANDIDATE

The City of Pittsburg is seeking a Police Chief with a demonstrated commitment to community policing values and a proven track record in the successful development and implementation of strategic service delivery that promotes accountability, trust, improved morale, and better community relations.

The ideal candidate for this position will be a seasoned, decisive administrator and effective manager with the command presence and experience to be able to build a culture of trust, respect, credibility, and confidence within the Department. The Chief must demonstrate the ability to empower, develop, motivate,

QUALIFICATIONS

Candidates should possess a Bachelor's degree in criminology, police sciences, or related field and five years of broad and extensive experience in all major phases of municipal police work, including at least three years in a responsible management/supervisory capacity.

Possession of a valid class C California driver's license and proof of auto liability insurance must be maintained throughout employment. Possession of a Management Certificate from P.O.S.T. is required. Possession of a P.O.S.T. Command College diploma or F.B.I. National Academy diploma is desirable.

THE COMPENSATION & BENEFITS

The monthly salary range for the Police Chief position is \$15,398 - \$19,466; placement within this range is dependent upon qualifications. The City also provides an excellent array of benefits that include:

Retirement – CalPERS with Classic employees participating with a 3% @ 55 formula with employee contribution of 12%. New members (PEPRA) participating with a 2.7% @ 57 formula with employee contribution of 11.50%.

Medical – Plans provided through Kaiser and Anthem Blue Cross PPO. City pays 100% Kaiser rates and Employee pays \$5.13 per month for Anthem Blue Cross PPO plan. Family and dual rates vary.

Dental – Delta Dental (City pays 100%).

Vision – VSP (City pays 100%).

Flexible Spending Account - Health – City provides matching contribution up to \$200 per year for City medical plan subscribers.

Cash Alternative for Dental and/or Medical Opt-Out – Up to \$525 per month.

Deferred Compensation – Under age 50: \$20,500; Over age 50: \$27,000 per calendar year with up to \$100 per month City match.

Retirement Health Savings Account – City provides Vantage Care Retirement Health Savings (RHS) Plan with City contribution of \$75 per month and required employee contribution of \$75 per month.

Sick Leave – 12 days per year.

Vacation – Up to 28 days per year based on years of continuous public service.

Administrative Leave – up to 12 days per calendar year.

Holidays – 13 observed holidays and 2 floating holidays.

Other benefits – Vacation buyback program, tuition reimbursement, wellness activities, employee assistance program, service achievement incentive, and commuter benefits.

Recruitment Incentive – The City Manager may approve additional recruitment incentives such as signing bonus, additional vacation/sick leave pre-accruals, and/or higher vacation accrual based on continuous public sector experience.

TO APPLY

If you are interested in this outstanding opportunity, please apply online at

www.bobmurrayassoc.com

Filing Deadline:
May 20, 2022

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 and 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 the City of Pittsburg. Candidates will be advised of the status of the recruitment following selection of the Police Chief position.

If you have any questions, please do not hesitate to call Mr. Joel Bryden or Ms. Nina Jansen at:

(916) 784-9080

