



FREDERICKSBURG POLICE DEPARTMENT
Hiring Announcement



Police Captain

\$110,000 (commensurate with qualifications and experience)

Summary:

The Police Captain is a sworn position that manages an assigned division within the Police Department; patrol, administrative services or the investigations division. Work involves planning and managing assigned operations, services programs and staff; identifying operational needs, allocating resources, developing and implementing policies and procedures; and assessing programs and services to several squads of law enforcement officers and staff. Work is performed for the purpose of public peace, protecting lives, property and rights of the public, and enforcing statutory law and municipal ordinances. Assists the Chief of Police with establishing goals and objectives and performing other managerial duties in support of the department and its services.

Essential Job Functions:

- Directs the activities of an assigned division. Provides executive-level leadership in ensuring their assigned division conforms to the policies, personnel and fiscal priorities of the department;
- Provides strategic guidance on complex issues including departmental directives affecting operational policies, management of internal resources, program effectiveness/efficiency, and recommends, creates and leads the strategic vision of the department;
- Engages in executive level problem-solving with the Chief of Police and other City leaders;
- Formulates and recommends innovative solutions for organizational and programmatic change to deliver services and policies more effectively and efficiently;
- Develops creative approaches that include a global perspective in assessing and leading internal and external departmental programmatic efforts;
- Manages and initiates change efforts within their assigned division and the department;
- Manages projects to include oversight of internal and external Citywide activities dealing with a myriad of public service issues;
- Develops and maintains collaborative relationships with internal departments throughout the City, collaborating to achieve individual and joint goals to ensure that outcomes meet the needs of all stakeholders;
- Serves as an executive representative of the department at meetings, conferences, and other executive level functions with external groups as required, including serving on external boards and advisory groups;
- Engages in activities which promote the department within the community and the law enforcement profession;
- Advances the mission, vision, values of the department and the City;
- Performs related work as required.

Essential Knowledge, Skills, and Abilities:

- Knowledge of modern law enforcement practices, and procedures.
- Knowledge of local, State and federal laws relative to civil and criminal processes.

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- Knowledge of the locations of streets, roads, highways and the geographic and socioeconomic characteristics of the City.
- Knowledge of the principles of supervision and of planning, assigning and reviewing the work of others.
- Knowledge of the principles and practices of planning the operations and use of resources for assigned department programs and services.
- Knowledge of the laws, ordinances, standards, and regulations pertaining to the essential duties and responsibilities of the position.
- Knowledge of the organization of the department, and of related departments and agencies.
- Knowledge and understanding of the occupational hazards and safety precautions required to perform the essential functions of the work.
- Knowledge of terminology and related professional languages used within the department as such pertains to work responsibilities.
- Knowledge of how to maintain cooperative and effective relationships with intra- and interdepartmental personnel, as well as any external entities with whom position interacts.
- Skill in the use of firearms and other law enforcement equipment.
- Ability to perform professional-level work dealing with data, people, and technology that relates to administrative, technical, scientific, engineering, accounting, legal, or managerial skills.
- Ability to organize work around broad organizational goals and processes.
- Ability to develop policies, long range plans, and allocate funds.
- Ability to make decisions that involve multiple priorities, limited resources, and internal and external challenges.
- Ability to perform work that involves high level issues, processes, or organizational needs.
- Ability to make decisions that impact the community at large, most of the staff, or both.
- Ability to provide updates to senior managers, elected officials, or other community groups or organizations.
- Ability to work regularly with other Directors or senior managers to ensure the provision of efficient and effective services.
- Ability to exercise sound judgment in emergency and routine situations.
- Ability to enforce laws, apprehend suspects and deter crime; and to adopt quick, effective and reasonable courses of action.
- Ability to plan and manage assigned programs and operations; to identify needs and allocate resources; to develop policies and procedures and to assign, supervise and review the work of staff.
- Ability to identify training and other personnel needs; is able to assess operations and implement procedural changes to improve effectiveness.
- Ability to apply interpretation of laws to specific situations.
- Ability to prepare clear and concise reports.
- Ability to present court testimony effectively.
- Ability to evaluate, audit, deduce, and/or assess data and/or information using established criteria.
- Ability to exercise discretion in determining actual or probable consequences, and in referencing such evaluation to identify and select alternatives.

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- Ability to function in a supervisory/managerial capacity for a group of workers.
- Ability to make decisions on procedural and technical levels.
- Ability to operate, maneuver and/or control the actions of equipment, machinery, tools, and/or materials used in performing essential functions, to include a police vehicle, firearms, law enforcement equipment, etc.
- Ability to utilize a variety of advisory data and information, such as laws, regulations, ordinances, policies and procedures.
- Ability to calculate decimals and percentages; ability to perform mathematical operations with fractions; ability to compute discount, interest, profit and loss, ratio and proportion; ability to calculate surface areas, volumes, weights, and measures.
- Ability to apply principles of influence systems, such as motivation, incentive, and leadership.
- Ability to exercise independent judgment to apply facts and principles for developing approaches and techniques to problem resolution.
- Ability to exercise the judgment, decisiveness and creativity required in situations involving the evaluation of information against sensory, judgmental, or subjective criteria, as opposed to that which is clearly measurable or verifiable.

Minimum Qualifications:

- High school diploma or equivalent.
- Current VA DCJS law enforcement certification.
- Must pass a physical examination.
- Must not be a convicted felon.
- Must successfully complete LawFit fitness test.
- Must pass a background investigation.
- Must possess a valid VA driver's license.
- At least one year supervisory experience at the rank of Lieutenant or equivalent.

Preferred Qualifications:

- Possess a bachelor's degree or higher in criminal justice, police administration or a related field.
- 5 years of progressively responsible experience in law enforcement work which included managing staff and operations.
- Graduation from a law enforcement-related senior leadership training program such as PELS, the FBI National Academy or Senior Management Institute for Police.
- Experience working in a CALEA nationally accredited police department.

If you have further questions please contact:

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Email correspondence is preferred.

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