

Town of Hamden

Chief of Police

Non-Classified/Non Competitive
Department: Hamden Police Department

Non-Bargaining Unit
Salary: DOQ

Position Definition: Under the general management of the Board of Police Commissioners the Chief of Police is required to plan, direct, and review the activities and operations of the Hamden Police Department. The Chief of Police is responsible for the overall protection of lives and property in the Town of Hamden through the supervision of all police functions. The Chief of Police will provide leadership and guidance for the preservation of the public peace, prevention of crime, apprehension of criminals and regulation of traffic in accordance with the Laws of the State and the Ordinances of the Town.

Supervision Received: The Chief of Police works under the oversight of the Mayor and the Board of Police Commissioners who reviews work for conformance with policy.

Supervision Exercised: The Chief of Police supervises all personnel assigned to the Hamden Police Department, currently including Traffic, Animal Control and the Youth Center.

Essential Duties and Responsibilities: Plans and directs activities of the department including training and management of personnel, patrolling of public areas, the arrest of law violators, the investigation of incidents of law violations and the maintenance of police records. Assigns and supervises duties and activities of subordinates and initiates disciplinary action as required. Responsible for all fiscal management of the Hamden Police Department including but not limited to; the preparation of the annual departmental operating budget, all departmental grants, departmental capital funds and any related departmental projects. The Chief of Police shall function with a high degree of independence. He/she shall utilize sound professional judgment, demonstrate planning and organizational skills to establish and manage priorities, programs and staff. The Chief of Police shall demonstrate ethical conduct, community stewardship, individual initiative and responsive service. The Police Chief shall demonstrate effective performance through clear, concise communication; collaboration; proper allocation and utilization of resources; sound decision-making; personal accountability and responsibility.

Minimum Qualification Required: Demonstrated, comprehensive working knowledge of current operational principles and practices of modern police administration. Must possess Connecticut State Police Academy certification. Requires minimum of (10) years of experience as a police officer, including at least five (5) years progressively responsible experience in supervision and management at the Sergeant rank or higher. Requires a Bachelor's degree in law enforcement, police administration or related field or an equivalent combination of education and experience which provides the skills and abilities necessary to perform the job. Additional specialized advanced training, such as the FBI National Academy and the Chief Executive Officers training program are highly desirable.

Knowledge, Skills and Abilities: Thorough knowledge of Public Safety and Security: rules and regulations for the protection of people, data, and property, including the use of weapons and force. Thorough knowledge of Law and Government: laws, penal codes, court procedures, precedents, government regulations, executive orders, agency rules, and the democratic political process. Ability to be patient and firm in managing the department, services to the public and community disputes; not reluctant to make decisions. Demonstrated experience in shaping police services that provide equal treatment and protection, and sensitivity to all sectors of the community regardless of culture, race or appearance. Willingness to pursue additional racial and gender diversity to produce a more representative department. Strong computer software skills, including Word, Microsoft Outlook, PowerPoint and Excel. Strong oral, written, public presentation and interpersonal skills required. The successful applicant must pass a background investigation, medical, psychological and drug screening, polygraph, and be a US citizen.

Town of Hamden

Chief of Police

Physical, mental exertion/ environmental conditions: Administrative work is performed in an office setting subject to continuous interruptions. There is unusual stress in performing the role of the Chief of Police in a rapidly changing social environment. Must be able to work under stress from demanding deadlines and changing priorities and conditions. Ability to work in poor weather conditions, including heat, cold, rain or snow. There is exposure to life-threatening situations in police investigations for which precautionary measures must be taken.

License or Certificates: Connecticut State Police Academy certification, current valid Connecticut Motor Vehicle Operator's License.

Note: The above description is illustrative of the tasks and responsibilities. It is not meant to be all inclusive of every task and responsibility. Reasonable accommodations may be made to enable individuals with disabilities to perform essential duties.

Revised October 2018

The Town of Hamden is an equal opportunity, affirmative action employer