

# Chief of Staff, Police Services [R0114930]

**Institution:**

University of Nevada Las Vegas

**Location:**

Las Vegas, NV

**Category:**

Admin - Police and Public Safety

**Posted:**

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**Announcement Number:**

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The University of Nevada, Las Vegas invites applications for Chief of Staff, Police Services [R0114930]

## PROFILE of the UNIVERSITY

Founded in 1957, UNLV is a doctoral-degree-granting institution comprised of approximately 31,000 students and more than 3,900 faculty and staff. To date, UNLV has conferred more than 136,000 degrees, producing more than 120,000 alumni around the world. UNLV is classified by the Carnegie Foundation for the Advancement of Teaching as an R1 research university with very high research activity. The university is committed to recruiting and retaining top students and faculty, educating the region's diversifying population and workforce, driving economic activity through increased research and community partnerships, and creating an academic health center for Southern Nevada that includes the launch of a new UNLV School of Medicine. UNLV is located on a 332-acre main campus and two satellite campuses in Southern Nevada. For more information, visit us on line at: <http://www.unlv.edu>

## COMMITMENT to DIVERSITY

The successful candidate will demonstrate support for diversity, equity and inclusiveness as well as participate in maintaining a respectful, positive work environment.

## ROLE of the POSITION

Under general direction, performs complex administrative and professional work involving the coordination and oversight of management staff. Serves as a strategist and consultant to the AVP/Director and manages operations and activities, and performs related duties as assigned.

## QUALIFICATIONS

This position requires a Bachelor's degree in Criminal Justice, Police Science, Criminology, Public/Business Administration, or a related field from a regionally accredited college or university and 5-10 years of related professional experience.

## SALARY RANGE

Salary competitive with those at similarly situated institutions. Position is contingent upon funding.

## APPLICATION DETAILS

Submit a letter of interest, a detailed resume listing qualifications and experience, and the names, addresses, and telephone numbers of at least three professional references who may be contacted. Applicants should fully describe their qualifications and experience, with specific reference to each of the minimum and preferred qualifications because this is the information on which the initial review of materials will be based.

Review of candidates' materials will begin immediately and this position will remain open until filled. Materials should be addressed to Adam Garcia, Search Committee Chair, and are to be submitted online as we do not accept emailed materials. For assistance with the application process, please contact UNLV Human Resources at (702) 895-3504 or [applicant.inquiry@unlv.edu](mailto:applicant.inquiry@unlv.edu).

### **SPECIAL INSTRUCTIONS FOR INTERNAL NSHE CANDIDATES**

UNLV employees or employees within the Nevada System of Higher Education (NSHE) MUST use the "Find Jobs" process within Workday to find and apply for jobs at UNLV and other NSHE Institutions. Once you log into Workday, type "Find Jobs" in the search box which will navigate to the internal job posting site. Locate this specific job posting by typing the requisition number, "R0114930" in the search box.

If you complete an application outside of the internal application process, **your application will be returned and you will have to reapply as an internal applicant which may delay your application.**

### **SAFETY AND SECURITY STATEMENT**

UNLV is committed to assisting all members of the UNLV community in providing for their own safety and security. The Annual Security Report and Annual Fire Safety Report compliance document is available online.

### **EEO/AA STATEMENT**

UNLV is an Equal Opportunity / Affirmative Action educator and employer committed to achieving excellence through diversity. All qualified applicants will receive consideration for employment without regard to, among other things, race, color, religion, sex, age, creed, national origin, veteran status, physical or mental disability, sexual orientation, genetic information, gender identity, gender expression, or any other factor protected by anti-discrimination laws. The University of Nevada, Las Vegas employs only United States citizens and non-citizens lawfully authorized to work in the United States. Women, under-represented groups, individuals with disabilities, and veterans are encouraged to apply.

### **Job Category**

Administrative Faculty

### **Required Attachment(s)**

Submit a letter of interest, a detailed resume listing qualifications and experience, and the names, addresses, and telephone numbers of at least three professional references who may be contacted.

### **APPLICATION INFORMATION**

#### **Contact:**

University of Nevada Las Vegas

Online Application: [https://nshe.wd1.myworkdayjobs.com/en-US/UNLV-External/job/Chief-of-Staff--Police-Services--R0114930-\\_R0114930](https://nshe.wd1.myworkdayjobs.com/en-US/UNLV-External/job/Chief-of-Staff--Police-Services--R0114930-_R0114930)