



**TAKE PART IN SHAPING  
OUR COMMUNITY TODAY!**



THE CITY OF SEBASTOPOL IS NOW ACTIVELY SEEKING  
QUALIFIED CANDIDATES FOR

# **POLICE CHIEF**

**SALARY: \$166,568 - \$202,464**

Plus an excellent benefits package

THIS POSITION IS OPEN UNTIL FILLED  
THE FIRST REVIEW OF APPLICATIONS WILL BE ON:  
WEDNESDAY, OCTOBER 30, 2024

**APPLY NOW!**



## **THE COMMUNITY**

The City of Sebastopol is located in Sonoma County, a region that produces the majority of the world's supply of Gravenstein apples and a significant volume of grapes used to curate high-quality wines. Sebastopol is also the gateway to the popular Russian River and its surrounding redwood forests, as well as Bodega and Jenner's coastal recreation areas. Whether you live, work, or play here, or even if you are just passing through, you are a part of our community, and we welcome you.

## **THE DEPARTMENT**

The Sebastopol Police Department is a full-service law enforcement agency tasked with providing public safety services to our Sebastopol community. The department is organized into three divisions – Administration, Operations, and Technical and Support Services – and is managed by the Chief of Police, Police Captain (1), and Records Manager/Dispatch Supervisor (1). Our Police Sergeants (4), Police Officers (8), Dispatchers (5), Police technicians(1), Reserve Officers(4), Police Technician(1), and Community Service Volunteers(5) work collaboratively with our community to deliver professional police services and provide a safe environment for our residents and those who work and visit our wonderful city. The department's mission is to provide a safe environment and enhance the quality of life in our community through exemplary public safety services. The department strives to be a model of excellence by providing professional public safety services with integrity and accountability and partnering with our community.

## **THE POSITION**

This is a unique opportunity for an experienced law enforcement professional to lead with integrity, build community relationships, and help shape the future of public safety in the City of Sebastopol. The City of Sebastopol values its community members and serves them with respect and compassion embracing modern and alternative and community methods of policing. The Police Chief is responsible for the overall direction, coordination, and evaluation of the Police Department, including planning, organizing, directing, and coordinating the City's law enforcement and crime prevention activities, animal control, and youth services.

The successful candidate will also serve as the City's Emergency Operations Director, and perform related work as required. The Chief of Police demonstrates the ability to work collaboratively with all community members regardless of cultural differences or circumstances, including race, ethnicity, religion, language, gender identity, age, marital and familial status, sexual orientation, diverse physical and learning abilities, socioeconomic status, and other identities. This is an "at will" classification serving at the pleasure of and receiving administrative direction from the City Manager. This position provides highly responsible and complex professional and administrative consultation to the City Manager and may serve as the City Manager or Assistant City Manager in the absence of both managers. Performs related duties as assigned.





# COMMUNITY POLICING



## THE IDEAL CANDIDATE

The ideal candidate will:

- Be an inclusive leader, embracing diversity and the differences among us, empowering and developing staff, and requiring accountability of all.
- Have an understanding and acceptance of the cultures within the City and Department, as well as the community.
- Embrace, implement, and lead community policing practices, community engagement, and organizational management.
- Possess the capacity to inspire and motivate their team members, fostering a strong sense of teamwork and camaraderie within the department.
- Possess a collaborative nature, including working across the City's departments and with the community.
- Be able to mentor and develop less tenured personnel to prepare them for leadership roles.
- Skilled at project management and developing, administering, and controlling a municipal and department budget.

## **Collaboration between departments**



## QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills, and abilities required. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

**Education:** A bachelor's degree in criminology, public administration, or a related field.

**Experience:** The equivalent of six (6) years of broad and extensive experience in all major phases of municipal police work, including at least three (3) years in a responsible management capacity.

### **License and Certifications:**

- Possession of, or ability to obtain, a valid Class C California driver's license
- Possession of a Management Certificate from P.O.S.T.

**Background and exam process:** The successful candidate will be required to undergo a standard Police background investigation including fingerprinting, and polygraph exam. Psychological evaluation, and complete physical exam with drug screening.







## Benefits

The City of Sebastopol provides an excellent compensation and benefits package that includes the following:

- Choice of Kaiser or REMIF Anthem Blue Cross Health Insurance for employee and dependents and the employer contributes 100% of the lowest cost premium. Employees pay premium differences for higher-cost plans.
- Employer contributes 100% of the premium for Dental & Vision Benefits.
- Short/Long-term Disability Ins. administered through Lincoln Financial Group.
- Life Ins. - \$50,000 for employee. Increased coverage may be purchased by employee.
- Retirement- PERS Pension Plan 3% @ 50 for Classic Members. 2.7% @ 57 for PEPR Members (hired after 1/1/13).
- Deferred Compensation plans are available.
- Vacation and Sick Leave accrual benefits.
- 100 hours of Administrative Leave (Prorated)
- 15 paid Holidays; Funeral, Medical, Family & Personal Leave benefits.
- Payroll Direct Deposit.
- Longevity Pay is granted after completion of 5 years at 2%, 10 years at 4%, 15 years at 6%, 20 years at 8%, and 25+ years at 10%.
- Section 125 pre-tax premium plan available.
- Mileage Allowance & Business Travel expense reimbursement per Travel Policy.

## How to Apply

Qualified candidates are invited to apply by submitting a letter of interest and a focused resume detailing their most recent experience and demonstrated career accomplishments relevant to this position along with their completed application and supplemental questions to CalOpps.org.

<https://www.calopps.org/city-of-sebastopol> or scan the QR code below. All materials must be included to be considered as a candidate.

**Selection Process:** Each candidate's background will be evaluated based on the information submitted. Only the most qualified candidates will be invited to the next phase in the recruitment process, which may include an oral panel interview and/or practical exercise.

**The panel interview will take place tentatively the week of November 11th with the final interview the following week.** Only the names of the most qualified candidates who pass the initial selection process will be submitted to the City for consideration for final selection.

Additional inquiries about the position may be directed to Deborah Muchmore

[deborah@muchmorethanconsulting.org](mailto:deborah@muchmorethanconsulting.org)

**This position is OPEN UNTIL FILLED. The first review of applications will be on Wednesday, October 30, 2024.**

The City of Sebastopol is not responsible for the failure of internet forms or email in submitting your application. Candidates with a disability who may require special assistance in any phase of the recruitment process should advise Danielle Oliveira from Muchmore Than Consulting

[danielle@muchmorethanconsulting.org](mailto:danielle@muchmorethanconsulting.org).

Recruitment Services  
provided by:



**THE CITY OF SEBASTOPOL IS AN EQUAL  
OPPORTUNITY EMPLOYER**

