



## POLICE CHIEF

**\$110,000 - \$118,500**

*Plus Excellent Benefits*

*Apply by*

**March 24, 2019**

*First Review - Open Until Filled*

**PROTHMAN**



## WHY APPLY?



Located between the beautiful Cascade Mountain Range and the Puget Sound, Blaine is blessed with the natural beauty of nearby Mt. Baker and the San Juan Islands. Blaine enjoys the mild climate of northwest Washington and is situated along the Canadian border just 15 miles north of Bellingham, with the metropolitan attractions of Vancouver, BC, 30 minutes away and Seattle, just a few hours' drive away. Blaine offers residents an excellent school system, affordable housing, low crime, and a unique community with an abundance of natural beauty.

Blaine is a well-managed City with a good-natured, unified council, and a supportive Mayor and City Manager. With small town charm, beautiful scenery and a great organization with dedicated staff, Blaine offers an experienced public safety professional an outstanding career opportunity in a great place to live!



## THE COMMUNITY

Incorporated in 1890 on the shores of Drayton Harbor, the City of Blaine covers 3.3 square miles and is home to 5,000 residents. Blaine's economy is driven by manufacturing, shipping, recreation and tourism centered on its historic downtown and the harbor area.

Blaine is home to the third busiest U.S./Canada border crossing with millions of visitors passing through the City each year. The community has an expanding commercial and service industry focused on international trade and the movement of goods and services between the U.S. and Canada. Blaine is home to the Peace Arch monument, located in Peace Arch State Park, which symbolizes lasting peace between the U.S. and Canada. The 20-acre Park straddles the U.S./Canada border, allowing visitors the experience of strolling between countries while enjoying the park's beautiful gardens. The City has 47 acres of land and 6.7 miles of high standard trails that serve as the City's park and recreation system, including 18 City owned and operated public park facilities.

Unique local festivals and events include the Birch Bay Polar Bear Swim, Bite of Blaine, Northwest Birding Festival, the Annual Semiahmoo Bay International Sailing Regatta, the Peace Arch Park International Sculpture Exhibition, an old fashioned 4<sup>th</sup> of July festival and parade, Drayton Harbor Music Festival, Blaine Oktoberfest, and an annual Christmas Tree lighting. For sports and outdoor enthusiasts, the area offers year-round outdoor recreational opportunities include numerous hiking and biking trails, camping, skiing, sailing, bird and whale watching, lake and river sport fishing, clamming, crabbing, and more. The foothills of the Cascade Mountain Range are also just 25 miles east with easy access to the Mt. Baker wilderness and Mt. Baker Ski Area. The City is also home to one of the state's most popular resorts, the four-star rated Semiahmoo Resort & Spa. Blaine boasts one of the highest rated golf courses in the state, Semiahmoo Golf & Country Club.

Higher education opportunities nearby include Western Washington University, Whatcom Community College and Bellingham Technical College, all located in Bellingham.



## THE CITY

The City of Blaine utilizes the Council/Manager form of government. The City Council is comprised of 7 council members from 3 wards within the City limits, with each ward being represented by 2 council members plus 1 member-at-large.

The City provides a wide range of municipal services that include police, planning and building inspection, parks, street and transportation infrastructure, utilities, and general administrative services. The City owns and operates electric, water, wastewater, and stormwater utilities, the Blaine Public Library building, the Community Center building, City Hall, and a cemetery. City departments include City Manager, Municipal Court, Community Development Services, Finance, Police, and Public Works. The City operates on a 2019 operating and capital budget of \$56 million and employs 65 FTE's.

## THE DEPARTMENT

The City of Blaine Police Department performs a variety of duties to promote public safety, prevent crime and enforce the law, including responding to calls for assistance, performing patrol and traffic enforcement, and conducting criminal investigations. The Police Department is dedicated to establishing and maintaining strong, cooperative and supportive relations with the community in fulfilling its public service responsibilities. The Department operates with a 2019 budget of \$2.6 million and a staff of 13 commissioned officers, including the Chief, and two professional support personnel.

## THE POSITION

Working under the general guidance and direction of the City Manager, the Police Chief is responsible for overseeing all aspects of the City's police services in accordance with the statutes of the State of Washington and the City of Blaine Municipal Code.

### Other responsibilities include:

- Exercises appointing and supervisory responsibilities over all Police personnel, directly or through subordinate officers. The Police Chief is the highest departmental authority on all matters of policy, operations and personnel actions.
- Plans, organizes, directs, and evaluates activities and assigned tasks in order to achieve goals within available resources; organizes employee workloads and assignments; selects, assigns, develops, motivates, and evaluates department staff; reviews results, and directs changes as needed.
- Provides leadership and direction in the development of long and short range department plans, goals, and objectives; gathers, interprets, and prepares data for studies, reports, and recommendations; coordinates department activities with other City departments, Federal, State, County, and local agencies and groups that have service interactions with the Police in the areas of public safety, law enforcement, and criminal justice; responds to complaints and resolves grievances; conducts internal investigations.
- Prepares and oversees department policies and standard operating procedures to ensure effective and efficient operations and records systems; issues oral and written instructions; assigns duties and reviews staff work for completion, quality, and conformance with policies and procedures.
- Direct or support activities at the scene of major incidents or emergencies.



- Carries out assigned responsibilities within limitations of the department's annual budget; prepares and presents budget requests; performs financial analysis and exercises cost controls; monitors expenditures to ensure optimum effective use of budgeted resources, personnel, supplies and materials, facilities, information and time.
- Prepares and presents periodic reports and makes recommendations to the City Manager and City Council regarding progress and results achieved, related to City goals and department activities and issues.
- Develops and implements progressive, proactive programs for community crime prevention, suppression, and investigation; traffic safety; parking; and code enforcement; hazardous materials handling; emergency medical services responses; licensing and permitting; emergency preparedness coordination; and other public safety concerns.
- Evaluates and plans for the department's capital equipment, facilities, and space acquisition and replacement.
- Responds to and resolves complex and sensitive service requests and complaints, either personally, by telephone, or in writing; meets with and discusses public safety matters with other department heads, public officials, business representatives, news media, task forces, community groups and citizens.
- Serves and participates as a member of the City's Management team, Technical Review Committee, and the City's management group.
- Responsible for coordinating the police with volunteer organizations such as the Reserve Police and Auxiliary Communications Service.



## OPPORTUNITIES & CHALLENGES

1. Working with the Blaine School District in formulating response/recovery plans for K-12 schools in District.
2. Working with the State of Washington DOT in addressing traffic congestion in the city related to the U.S./Canada border crossing.
3. Creating a new manual of administration/operations on LEXIPOL platform along with accompanying training protocols.
4. Promote community wellness through citizen involvement in volunteer, community-based self-help programs, such as disaster preparedness and neighborhood watch.



## IDEAL CANDIDATE

### Education and Experience:

This position requires a bachelor's degree from an accredited college or university in criminal justice, public administration, or a related field, and ten years of increasingly responsible law enforcement experience including at least five years of senior command and management experience. A combination of training including FBI National Academy, Senior Management Institute of Policing, Northwest Law Enforcement Command College or similar courses, and a master's degree are preferred. Candidates must possess a valid Washington State driver's license by date of hire.

Candidates must be a U.S. citizen, possess or obtain Executive Certification with the Washington State Criminal Justice Training Commission, possess Peace Officer Certification in the State of Washington, or obtain within 12 months of appointment, have a certificate of completion for National Incident Management System courses as directed by the City Manager, and have certification in Industrial or Red Cross First Aid, CPR, and Automatic External Defibrillator operation within 90 days of appointment.

**Necessary Knowledge, Skills and Abilities:**

- Thorough knowledge of the principles and practices of modern law enforcement administration, personnel supervision and development, public safety planning and organization, and budget administration.
- An understanding of the law, civil rights, code enforcement, labor relations, civil service, disaster preparedness and response, and local government issues generally.
- Ability to establish good and effective working relationships with public officials, subordinates, citizens, community groups, and other agencies dealing in public safety.
- Ability to communicate clearly and concisely, orally and in writing, including complex information and technical data.
- Experience dealing constructively with conflict and developing consensus, and the ability to act quickly, decisively, and calmly in emergency situations.
- A willingness to instill a culture of consistent accountability at all levels within the organization.
- Ability to work collaboratively with other department heads, taking a flexible approach to issues and ideas.
- Ability to work with various federal agencies located in the community, including the ability to secure grants.
- Prior experience resolving community issues including homelessness, opiate use, and mental health issues.
- Knowledge of progressive and contemporary policing practices, including an understanding of balancing letter-of-the-law with spirit-of-the-law.
- The ideal candidate will be highly motivated, with a strong desire to move the Department forward by developing a long-term plan and vision for the organization.
- The ideal candidate will be invested in the community and be willing to participate in community events and organizations.

- Must be a self-confident, dynamic, tenured leader who can demonstrate a strong mentoring ability, including the ability to listen, show compassion, and an appropriate sense of humor.
- Experience using social media as an avenue for police community outreach, and the ability to take an active approach in promoting and providing public information about the department.
- Must be in uniform when possible and have the ability to take calls when required.

**COMPENSATION & BENEFITS**

- **\$110,000 - \$118,500 DOQ**
- Medical, Dental & Vision Insurance (10% shared cost of medical premium)
- Life Insurance, Long-term Disability, and EAP
- Vacation accrual
- Sick Leave accrual
- Bereavement Leave
- 10 Paid Holidays + 2 Floating Holidays
- 5 Days Administrative Leave
- 5% Deferred Compensation
- HRA/VEBA (mandatory \$50 per pay period with a City match of \$100 per pay period)
- FSA Optional
- WA LEOFF Retirement

**Please visit:**  
**[www.cityofblaine.com](http://www.cityofblaine.com)**



The City of Blaine is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **March 24, 2019** (first review, open until filled). Applications, supplemental questions, resumes and cover letters will only be accepted electronically. To apply online, go to **[www.prothman.com](http://www.prothman.com)** and click on "submit your application" and follow the directions provided. Resumes, cover letters and supplemental questions can be uploaded once you have logged in.

**PROTHMAN**

**[www.prothman.com](http://www.prothman.com)**

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