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CHIEF OF POLICE ALTAVISTA, VIRGINIA RECRUITMENT PROFILE

The Community

The Town of Altavista is located in Central Virginia and is an inviting and family-friendly community. Altavista is located in the southern portion of Campbell County bordering Pittsylvania County. The Town is situated along Rt. 29 and is south of Lynchburg and north of Danville. The current population is slightly under 3,500.

Altavista was founded in 1907 when the Lane brothers constructed a portion of The Virginian Railway through Campbell, Pittsylvania and Bedford Counties. The town developed into a center for manufacturing. The Town rests in a beautiful natural environment and is an easy drive from many historical landmarks and recreational sites in Central Virginia.

Altavista is home to elementary and combined schools (middle/high) that are part of the Campbell County Public School System. A branch of the Central Virginia Community College is also located in town. The Town has several parks for recreational enjoyment and is home to the Altavista Area YMCA, a wonderful asset for a small town.

The Government

The Town of Altavista has a Council-Manager form of government. Under this form of government, the elected Town Council sets the policies for the operation of the Town's government. The administrative responsibility rests with the Town Manager who is appointed by the Town Council. The Town Council consists of seven members, a Mayor and six at-large Council members. The Town Manager is responsible for the appointment and supervision of all department heads, including the Police Chief.

The Department

The Altavista Police Department (APD) is comprised of 12 sworn officers and assisted by a shared administrative position. The Altavista Police Department's mission is to preserve the peace and maintain order in the community by: preventing crime and protecting people and property, investigating criminal activity and apprehending criminals, promoting traffic safety, educating those it serves, working cooperatively to solve neighborhood problems, fostering positive relationships and neighborhood self-sufficiency, and practicing bias-free recruitment, hiring and promotion, while respecting

the rights and dignity of all. The Department will strive to provide the highest quality of police service so as to improve the quality of life for the community of Altavista. We are committed to building strong, effective and mutually beneficial Police/Community Partnerships.

Current Issues

The next Chief will be required to succeed in meeting several challenges as they relate to the Police Department.

The Chief will be expected to invest significant time and energy into staff development and mentoring at all levels to continue to maximize quality, effectiveness and responsiveness.

With its location along Route 29, between two larger cities, Altavista is potentially subject to traffic, narcotics and other transient criminal activity. As demands increase, the Chief will find the need to be creative in approaching crime and traffic related issues. The Chief will be expected to explore intergovernmental initiatives to maximize existing resources.

The municipal organization is committed to maintaining and enhancing quality in all operating departments. The Chief will be expected to set exemplary standards in performance, responsiveness and customer service.

Position Profile

The Police Chief is a member of the Town's senior management team & a recognized community leader. The new Chief will take command of a police agency that is charged with providing services to a community that has both residential customers & retail/commercial base, creating high customer service expectations. The Town Manager is seeking an outstanding leader who has the experience, talent and professional commitment and vision to manage and direct the daily operations of the Police Department and provide law enforcement services to our citizens. Highly developed professional knowledge and skills, managerial and administrative competence, maturity of judgment, strong personal leadership, high ethical standards, and the ability to communicate effectively and positively with the organization and the community are essential. It is expected that the Chief will have a strong commitment to customer service, dedication to policing that involves the community, & understanding of the importance in managing crime & perceptions of public safety in the Town.

Candidate Profile

The Police Chief is an extremely important component of the Town's commitment to maintaining an excellent quality of life for the community through efforts to maximize citizen responsiveness, cost effectiveness and results focus of local government. Accomplishing this goal requires an inclusive leadership philosophy and a collaborative approach. Leadership will need to be demonstrated at several levels: as a member of the Town staff, as a leader of the Altavista Police Department, as a participant in regional

and state public safety efforts and as an individual who is actively committed to building a better community in Altavista.

The following attitudes, capabilities and demonstrated skills are essential to serve effectively as the Chief of Police in the Town of Altavista:

- A high degree of integrity, open-mindedness, trustworthiness and respect for others.
- A personal and professional commitment to the highest standards of ethical behavior and leadership which will motivate others and set standards of high performance.
- A decisive leader who exercises sound judgment based on personal experience, input from others, clear goals and high values.
- A commitment to policing in partnership with the community, preferably with prior experience in community policing. The Chief will embrace teamwork and work with appropriate town wide resources to provide the highest possible level of customer service and response to community issues.
- A commitment to communicating with all levels of the community, Department and the town organization consistently, accurately and timely. Highly developed presentation and listening skills required.
- An active level of involvement in professional law enforcement organizations and a willingness to maintain a high level of professional networking.
- While willingness to appropriately confront issues and make difficult decisions, an approachable, friendly, open and participatory management style open to and respecting input from employees, is sought.
- High personal energy, a positive approach, self-confidence.
- The ability to effectively articulate police and public safety-related issues, goals and objectives and the concurrent ability to translate policy decisions into operational action.
- A track record of success in personnel management, to include recruitment, training, discipline, performance evaluation and career development, with the ability to effectively delegate authority and responsibility while maintaining appropriate levels of accountability and operational control.
- The ability to manage budgets and resources in a cost-effective manner and creativity in maximizing available resources through grants, intergovernmental cooperation and prioritization of existing needs.
- An advocate for the men and women of the police department while understanding the department's role in the larger Town organization.
- An understanding of the political process while avoiding personal involvement in political issues.
- Personal and professional integrity of the highest order, demonstrated in both the candidate's public and private life.

Qualification Requirements

Bachelor's degree in Police Administration, Criminal Justice, or related field; seven years of experience in a municipal law enforcement agency, including 2 years of major command responsibility; or any equivalent combination of education and experience

which provides the required knowledge, skills and abilities. Candidate must obtain a DCJS Police Officer Certification and possess a valid Virginia's driver's license.

Compensation

The Town's Classification and Compensation Plan's pay range for the Chief of Police position is \$68,370 to \$109,408, together with excellent benefits. It is anticipated that the starting salary will fall within the first quartile of the range, dependent upon previous experience and qualifications. The Town of Altavista offers a competitive benefits package including Virginia Retirement System (VRS), including Law Enforcement Officers Retirement System (LEOS) benefits, health, life and dental insurance, vacation and sick leave.

Application & Selection Process

Qualified candidates please submit your resume and a Town of Altavista job application (downloaded from the Town's web-site) to:

Town of Altavista
P.O. Box 420
Altavista, VA 24517
Attn: Town Manager

This position is open until filled; however, the first review of applicants will begin on April 2, 2018. Following the first review date, resumés will be screened in relation to the criteria outlined in this brochure. Final interviews will be offered to those candidates named as finalists, with reference checks conducted after receiving candidate's permission. For more information please contact Waverly Coggsdale by calling (434.369.5001 Ext. 102) or by visiting our website at www.altavistava.gov

The Town of Altavista is an Equal Opportunity Employer.

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