



CITY OF  
TIGARD, OR

INVITES YOUR  
INTEREST IN  
THE POSITION OF  
POLICE CHIEF



Tigard blends the amenities of a modern city with the friendliness of a small town.

## THE COMMUNITY

The City of Tigard, Oregon (population 51,000) is a family-oriented community southwest of Portland in the metropolitan area, and the 12th largest city in Oregon. Tigard blends the amenities of a modern city with the friendliness of a small town.

The City is also known for its over 400 acres of developed and undeveloped parks and greenways. Since its incorporation in 1961, Tigard has grown to become a desirable and affordable community. With a diverse economy, strong schools, and outstanding parks, Tigard is one of the most livable cities in Oregon.

The City is a key player in its regional economy with a talented and highly skilled workforce, a diversity of businesses, and a 20-year, strategic vision to make the City the most walkable community in the Pacific Northwest where people of all ages and abilities enjoy healthy and interconnected lives.

The City has revitalized its downtown Main Street to create a walkable destination for residents and visitors alike.

## THE ORGANIZATION

The City of Tigard is governed by a city charter and a five-member City Council under the Mayor-Council form of government. The City Manager serves as the executive officer of the City, supervises seven (7) operating departments, and ensures policies and goals are implemented. The City of Tigard has more than 320 employees with an adopted FY 2016-17 budget of \$177 million (all funds) which includes a \$44 million General Fund (operating) budget.

The City adheres to the following organizational values, developed by the staff and City Council:

- Respect and Care – We will treat people well.
- Do the Right Thing – We will go the extra mile to exceed expectations.
- Get it Done – We will focus on solutions—not excuses.

## THE DEPARTMENT

The Tigard Police Department (TPD) is a progressive and professional police organization, committed to public safety and to a community policing philosophy.

The Department has 87.5 full-time employees, including 72 sworn and 15.5 civilian staff, serving in three divisions including Operations, Administration, and Support Services. TPD's mission is to create the



highest level of livability possible by working with citizens to preserve and protect life, liberty, and property. The Department does this by: partnering with citizens and other departments; developing well-trained, ethical, and accountable employees; and earning public trust and confidence through actions and values. Department goals are to:

- Reduce crime and the fear of crime;
- Become the most walkable city in the Pacific Northwest;
- Enhance the safety and security of Tigard's residents, visitors, and businesses;
- Preserve constitutional and civil rights;
- And, foster good citizenship in the City's youth.

Tigard participates in many regional law enforcement efforts.

## CHALLENGES AND OPPORTUNITIES

Tigard's Police Department faces a number of challenges as a result of changing demographics and organizational shifts within the department, staffing and budgetary constraints, and City-wide growth. Some of TPD's most pressing challenges include:

- Retirement – Recent retirements of key leadership personnel mean the loss of valuable police experience and institutional knowledge. Strong mentorship and development of personnel is needed to integrate divisions and bring stability.
- Growth – Tigard's population growth of more than 20 percent in the past 15 years brings the challenges of meeting the citizens' high expectations and maintaining an excellent level of

service the community expects from the Department.

- Communication – As community demands grow, it will be critical to develop an effective communication strategy so the community is aware of the Department's challenges.

- Strategic Planning – In 2016, TPD embarked on a new departmental strategic planning initiative through targeted employee focus groups to align goals with City-wide goals established in the City's strategic plan. This department-wide effort has identified several key areas for future focus, such as the need for increased internal communication, enhanced external messaging with Council and within the community, increased consistency and ongoing review of training needs to align with changes in regulations and enhance consistency with partner agencies, and addressing staffing level concerns and constraints.



in health and wellness, mindfulness, and physical fitness.

Ideally, the incoming Police Chief will understand the value of long-range planning as it affects the activities and organization of the Department and the City as a whole, and embrace the opportunity to assist the City Manager and City Council in the planning and active implementation of its strategic vision. A Police Chief with excellent presentation and customer service skills who is a creative risk-taker with an eye to the future will be valued.

The City is seeking a true leader, who is a champion of integrity and ethics, who has the courage to make tough decisions and hold staff accountable. The new Chief should be a visionary who can anticipate issues, think analytically, and act strategically to meet the current and future needs of the Department.

He or she will be even-tempered, approachable, and committed to creating an environment of teamwork in which all ideas and feedback are valued and supported. Essential to success, will be a Chief with the ability to motivate and mentor staff and managers. He or she should serve as an example to the staff, setting a high standard and example for management, encouraging professional growth, development, and training.

The successful candidate will have proven law enforcement management and leadership experience in a municipal setting and demonstrated knowledge of law enforcement principles, practices, and techniques related to patrol, traffic enforcement, crime scene control and

The City is seeking a collaborative individual who will establish, maintain, and foster positive working relationships with everyone.

## THE IDEAL CANDIDATE

The City of Tigard is seeking a strong and steady, forward-thinking Police Chief to help lead the Police Department toward its goals and to be an active member of the City's executive team. The desired candidate will bring proven leadership experience, excellent interpersonal skills, and a commitment to service. The individual will communicate directly and openly and maintain a transparent relationship with the City Manager, City Council, and city staff. The ideal candidate will be someone with excellent diplomacy and relationship-building skills, who is politically savvy, yet apolitical.

The City is seeking a collaborative individual who will establish, maintain, and foster positive working relationships with everyone.

The City of Tigard takes pride in its reputation as a friendly, approachable, and walkable city. As such, the incoming Chief will take an active interest in the Tigard community, strive to continuously improve the quality of life in the community, and further a community policing philosophy. As a representative of the City, the Chief will exercise tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines for sensitive matters. A highly visible position, the Chief must be an excellent communicator, able to connect with people at all levels of the organization and community. Candidates will see and understand the importance of leading by example,

investigation, protection of life and property, and pursuit, apprehension, and transport of suspects. The incumbent will possess a solid understanding of applicable Federal, State, and local laws, codes, court decisions, and regulations; public agency budgetary, contract administration, and City-wide administrative practices; as well as administrative principles and practices, including goal-setting, program development, implementation, and evaluation and supervision of staff. The next Chief will be expected to drive excellence in the management and use of data to manage the Department. The City would value candidates with experience in courtroom procedures and techniques for testifying, and those with experience in pedestrian and bicycle safety.

Candidates must possess the equivalent to graduation from an accredited four-year college or university with major coursework in criminal justice, police science, public administration, or a related field, and seven (7) years management and/or administrative experience in municipal police services. Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. Police Officer, Supervisory, Management, and Executive Certificates from DPSST and Police Officer Certification from the Board on Public Safety Standards and Training are required. Certificates from other states will be considered to meet these qualifications, but finalists must be able to obtain an Executive Certification from DPSST within the first two years of employment. Candidates must possess a valid driver's license with a satisfactory driving record. Please visit our website at <http://bobmurrayassoc.com/> for a detailed job description.

## COMPENSATION

The annual salary range for the Police Chief is \$105,784 – \$141,755 and is dependent upon qualifications and experience. The City offers an excellent benefits package that includes:

**Retirement** – The City participates in the Oregon PERS retirement plan. The City pays both the employer contribution and the 6% employee contribution.

**Deferred Compensation** – 3% match contribution.

**Health & Dental Insurance** – Plans available for employee and dependents through Regence and Kaiser. Employee pays monthly contribution ranging from \$65 to \$209.

**Other benefits include** – Life Insurance, Long-term Disability, Voluntary Employee Benefits Account (VEBA), and Vehicle and Cell Phone privileges. In addition, the City offers a generous leave package that includes Paid Time Off, Long-Term Sick Leave, and Management Leave along with an Employee Wellness Program.

## TO APPLY

If you are interested in this outstanding opportunity, please visit our website at [www.bobmurrayassoc.com](http://www.bobmurrayassoc.com) to apply online.

**Filing Deadline:  
December 30, 2016**

Following the closing date, resumes will be screened according to the qualifications outlined above. The most qualified candidates will be invited to personal interviews with Bob Murray and Associates. Candidates will be advised of the status of the recruitment following finalist selection. Finalist interviews will be held January 26-27, 2017 with the City of Tigard, followed by City Manager interviews. A select group of candidates will be asked to provide references once it is anticipated that they may be recommended as finalists. References will be contacted only following candidate approval. For veteran's preference, candidates must submit a valid DD214.

If you have any questions, please do not hesitate to call Mr. Regan Williams at:

(916) 784-9080

