



# Wellton Police Department

28618 Oakland Avenue  
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Wellton, Arizona 85356  
Office (928) 785-4887  
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Donald Jones  
Chief of Police

Javier Nuno  
Lieutenant

David Rodriguez  
Sergeant

## **TOWN OF WELLTON IS RECRUITING FOR THE POSITION OF CHIEF OF POLICE**

### **POSITION SUMMARY**

The Chief of Police plans, organizes, and directs the full range of Police Department functions, the enforcement of all federal, state, and local laws, and the investigation and prevention of crime. Assures community-oriented policing, supervision of police operations and investigation of crimes. Provides assistance to and liaison with other public safety providers, community service agencies, and town departments. Performs a wide variety of responsible management and administrative tasks requiring a high level of professional and technical skill and independent judgement. Acts as a problem solver in town and community matters.

### **TYPICAL DUTIES AND RESPONSIBILITIES**

- Plans, organizes, directs and coordinates the activities of the Police Department in the preservation of order, protection of life and property; enforcement of all federal, state and local laws, codes and ordinances, investigation and prevention of crime; and maintenance of effective communication and records systems and other support activities.
- Develops, implements, and revises departmental rules, procedures, and policies; reviews actions and conduct of subordinates, recommends corrective action and maintains effective discipline throughout the department.
- Directs and participates in the development, implementation, and monitoring of annual departmental budget; prepares reports and recommendations concerning proposed town activities and budgetary and/or staffing impact on the town and the department and recommends purchase of equipment and supplies.
- Identifies and develops solutions to difficult community and organizational problems and assures effective implementation throughout the department.
- Recommends appointment and evaluates police personnel, assigns work projects; coordinates work of subordinates and has general accountability for the effectiveness of all operations; observes and takes corrective action on significant employee relations problems within the department.

Living Well in Wellton

It is the mission of the Town of Wellton to preserve the rural agricultural atmosphere of the community with a vision to improve the quality of life for every resident with quality services, financial stability, economic success and an efficient and effective government.

- Develops and ensures enforcement of departmental operating policies and procedures.
- Coordinates departmental activities and maintains liaison with other federal, state, county, and local law enforcement related agencies on judicial, prosecution and defense issues.
- Represents the department before the Town Council and other governmental bodies; prepares and presents special studies and reports concerning programs and activities.
- Reviews reports on crimes committed, arrests made, investigations conducted, and unusual incidents requiring documentation and assure their transmittal to appropriate stakeholders.
- Investigates or directs investigation of citizen complaints.

### **DESIRED QUALIFICATIONS**

- High school diploma or equivalent supplemented by bachelor's degree in police science, law enforcement, criminal justice administration, public administration, or related field, and
- a minimum of 7-years work experience as a fully commissioned police officer, three years of which must have been equivalent to police lieutenant or higher, or
- an equivalent combination of education and experience.
- Must be able to meet the minimum qualifications for Full Authority Peace Officer certification as set forth by the Arizona Peace Officer Standards and Training Board.
- Must possess, or be able to obtain by time of appointment, a valid Arizona driver's license without record of suspension or revocation in any state.

### **SALARY RANGE**

\$55,000 to \$70,000 DOE

### **CLOSING DATE**

Thursday, October 22, 2020 at 5:00PM.

For more information contact us at: (928) 785-4887 or [sjones@town.wellton.az.us](mailto:sjones@town.wellton.az.us).