



SCAPPOOSE
Oregon



CHIEF OF POLICE
City of Scappoose, Oregon

CHIEF OF POLICE

Salary range \$80,568 - \$124,956 annually
Plus excellent benefits



POPULATION

7,360

POLICE DEPARTMENT BUDGET

Approximately
\$2.5 Million

POSITIONS

Chief of Police
Lieutenant
Sergeants (2)
Officers (8)
Office Administrator
Police/Courts

COMMUNITY

Beautiful Natural
Environment
Small-town Charm
Supportive Community
Safe
Outdoor Recreation
Family Friendly

THE COMMUNITY

The City of Scappoose (population 7,360) is a small town in the heart of a Pacific wonderland surrounded by lush green forests, the majestic Columbia River, and panoramic views of the Cascade Mountains. Scappoose's location provides the best of urban and rural worlds offering convenient access to Oregon's coast, mountains, wine country, and the urban amenities of the Portland metropolitan area. Nearby, residents enjoy access to parks, trails, and rivers for outdoor recreation. The Crown Zellerbach trail, a rails-to-trails project, offers hiking, biking, and horse-riding amenities with beautiful views and historical interpretive signs.

Historically an agricultural and logging community, the Scappoose economy is positioned for growth with emerging, existing, and relocating businesses building a diverse economic base. Businesses are supported by a public use airport and the Oregon Manufacturing Innovation Center (OMIC) that conducts research and development for manufacturing industries through a partnership of industry, higher education, and government. A small, quaint, and growing commercial district offers restaurants, grocery and other retail, and a new Portland Community College campus.

Scappoose is a welcoming community with a small-town feel where residents take pride in their community. Scappoose has a safe, family-friendly atmosphere, with a growing park system that offers play structures and extended walking trails as well as a library. Several annual and special town events offer gathering opportunities such



as a farmers' market, movies in the park, and the town's 100-year anniversary that occurred this year. The City also holds an Annual Town Meeting which brings residents together to celebrate the town's history as well as engage in planning for the future. The Scappoose School District offers high-quality K-12 education and enjoys a community that actively supports and engages with the school.

DEPARTMENT MISSION

The Scappoose Police Department is dedicated to the safety and livability of our community by holding ourselves accountable to the highest standards of excellence and professionalism

THE ORGANIZATION

The City of Scappoose employs a council-manager form of government with the City Manager appointed by the Mayor and six-member City Council. The City Manager is the city government's administrative head and is responsible for all city business administration. The current City Manager was promoted to the position in August 2021.

City departments include Administration, Police, Community Development, and Public Works. The City employs 36 full-time employees, and its 2021-22 budget is approximately \$30.1 million. Fire and emergency medical services are provided by the Scappoose Rural Fire Protection District. The Scappoose Library District provides library services.

THE POSITION

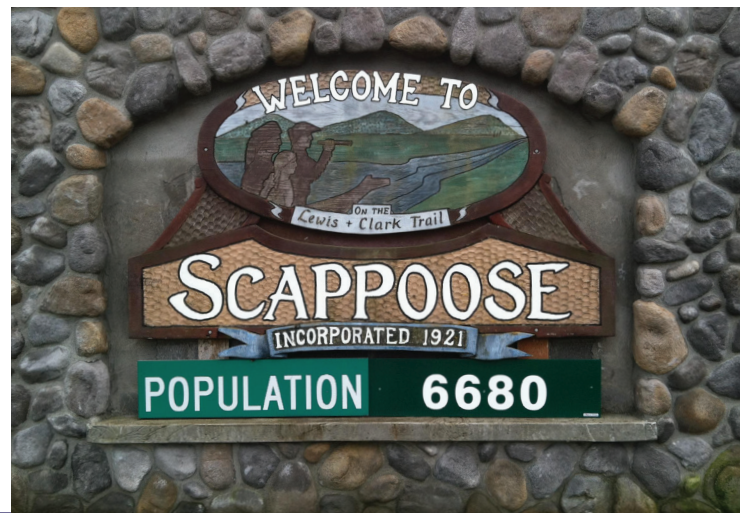
Under the direction and supervision of the City Manager, the Chief of Police is a key member of the City's management team and serves as the liaison for and head of the Police Department. The Chief of Police is responsible for direct management and oversight of all activities and operations of the Police Department. These responsibilities include providing law enforcement, emergency communications, investigations, patrol, traffic, training, crime preven-

tion, property control, community services, records, and coordination with partner agencies. Within the Department, the Chief of Police hires and directs all personnel, as well as develops, implements, and manages the Department's budget, goals, procedures, and policies. The Scappoose Police Department is comprised of the Chief of Police, a Lieutenant, two Sergeants, 8 Patrol Officers (union positions), a Police Department Office Administrator, as well as Volunteer Police Chaplains.

THE IDEAL CANDIDATE

The ideal candidate possesses and has demonstrated the following attributes:

- **Strong leadership and management abilities** to carry out the full range of responsibilities associated with the position including making effective hiring and management decisions that contribute to a regionally respected, high quality, efficient law enforcement organization. Aptitude to proactively address policy and other police related issues in concert with City Management and providing clear direction for The Department and personnel. Demonstrate excellent judgement and set an example for staff to foster a professional, ethical, high functioning, and responsive organizational environment. Value and practice a working leadership style that promotes positive department morale, emphasizes teamwork, transparency, and inclusivity with staff. Maintain a management and personal style that confers a high degree of personal integrity, maintains calm under pressure, is highly organized, personable, respectful of all viewpoints, while holding staff accountable.





- **Excellent communication skills** to effectively engage multiple audiences including the City management team, staff, City Council, businesses, community groups, and citizens. Demonstrating responsiveness, transparency, and empathy in communications with the community such as with neighborhood associations, special interest groups, businesses, and other individuals and/or groups. A respectful personal communication style that encourages collaboration and two-way dialogue is necessary. The candidate should possess verbal and written communication skills that are clear, substantive, and concise.
- **Experience with effective workforce development** to foster employee recruitment, professional growth, accountability, and retention. An ability to integrate Police Department workforce goals and objectives consistent with the City's. Skills to effectively manage employee life

cycle elements such as officer recruitment and hiring, training, evaluation and accountability practices, union relations and labor negotiations, and measures that promote staff retention are essential.

- **A commitment to collaborative interdepartmental coordination** as an integral and participatory member of the City management team. Demonstrate an ability to see the organization-wide view and seek team-oriented solutions, while effectively representing the Police Department. Coordinate Police Department activities with other departments to maximize the City's overall effectiveness. Share the overall interests of the organization with department staff to foster greater inter-departmental understanding and collaboration.
- **Ability to maintain, enhance, and strengthen inter-agency relations** through effective representation, communication, coordination, and collaboration. The Chief of Police should foster on-going professional relationships with other area law enforcement agencies that promote effective service delivery, mutual respect and trust, cost efficiencies, and regional cooperation. As such, the Chief of Police is expected to have a visible presence in peer agency discussions, meetings, and events.
- **Professional and modern police training skills** based in direct experience as command as well as frontline staff with an understanding of current challenges and best practices for law enforcement in small towns/departments. A commitment to staying up to date by participating regularly in a variety of local, county, state, and other meetings or trainings as much as practicable. Experience or training related to cultural competency, responding to mental health crises, de-escalation methods, as well as traffic and code enforcement are attractive.
- **Strong department budget development and management skills** that can allocate resources appropriately to provide high quality law enforcement services and conserve organizational assets when possible. An ability to cooperatively develop a comprehensive long term budget planning approach aligned with City priorities, maintains fleet and equipment investments, offers competitive personnel pay and benefits, and other

constructive measures while remaining fiscally prudent is essential.

- **Commitment to continuing and enhancing a community focused policing model** that provides responsive services and facilitates regular communication of relevant public safety information with community. Being respectful of all perspectives, open-minded, culturally competent, and approachable is essential. The Chief of Police should proactively inform citizens of Police Department activities that may impact them and be able to communicate a long-term vision for public safety provision in the community. Maintaining an even-handed and equitable approach to differing views and interests is essential.
- **Appreciation of the Scappoose community attributes that embrace its motto, "Small Town, Big Community."** Understanding of the values of small town living where people care for one another, engage in their community, and gather at local events. The Chief of Police should be a visible leader and have an appreciation for the impact of their work for the community.

POLICY PRIORITIES

The Chief of Police will be expected to support, facilitate, and/or implement the following priorities for the Department and City organization:

- **Workforce development**

The Scappoose Police Department has experienced high turnover in recent years causing budget impacts and reducing the quantity of experienced officers on the force which the next Chief of Police will be expected to address. To that end, the next Chief of Police will be responsible for hiring several positions such as multiple Patrol Officers including a code enforcement officer, while seeking ongoing training and development opportunities and establishing accountability standards within the Department. The Chief of Police will be tasked with rigorously vetting new officer candidates' skills and dispositions to establish a cohesive and effective organizational culture that promotes retention in an attractive 21st century work environment.

- **Department policy and procedure modernization**

In the context of a growing community and staff turnover,



the next Chief of Police will have the opportunity to shape the Department's future with a comprehensive review and update department policies and procedures. The review should include analysis to effectively plan for the community's current and future population growth and establish an actionable, long-term vision for providing high quality and cost effective public safety services. This review includes but is not limited to analyzing and making recommendations to improve of the competitiveness of the Department's compensation, benefits, and other incentives with peer institutions as well as conducting a thorough review and update of the Department's current hiring, training, operating, and other management policies and procedures.

- **Community engagement**

The Scappoose Police force enjoys broad support from the community and holds a number of meaningful annual community engagements and events to continue and strengthen community relations. While some of these events have been postponed due to COVID-19 restrictions, the next Chief of Police will be expected to reinstate and expand meaningful efforts to be visible in the community and keep the public informed about important public safety information. Investment of staff time and resources in these and other community engagement efforts will need to be appropriately balanced with day-to-day departmental responsibilities and needs. This also includes exploring opportunities to enhance partnerships with the Scappoose School District such as through outreach activities or offering a School Resource Officer (SRO) program.



EDUCATION, CERTIFICATIONS, & EXPERIENCE

A Bachelor's degree in Public Administration, Law Enforcement, Criminal Justice, Political Science, or related field, as well as at least ten years of experience in police work, including a minimum of five years in a position equivalent to the rank of a Police Sergeant or higher, is required. Satisfactory and equivalent combination of education and experience that demonstrates knowledge, skills, and ability to perform the described duties of the position will be considered.

Additionally, the candidate must be eligible for the Department of Public Safety Standards and Training (DPSST) Management Law Enforcement Certificate within one year of accepting the position, meet all DPSST standards, be a U.S. Citizen at time of hire, possess and maintain a valid Oregon license to operate a motor vehicle with an acceptable driving record, and able to pass a thorough background check as well as medical and psychological evaluation. Other knowledge and physical requirements of the position can be found in official job description attached.



SCAPPOOSE
Oregon

JENSEN STRATEGIES

*The City of Scappoose
is an Equal Opportunity Employer.*

RECRUITMENT PROCESS

Applications Due

Monday, December 6, 2021

Preliminary Online Video Interviews

Weeks of December 13 and 18, 2021

Finalist Interviews and Selection

Weeks of January 10 and 17, 2022

**For additional details, application materials,
and instructions on how to apply, please visit**

[www.jensenstrategies.com/recruitment/
scappoosepolicechief](http://www.jensenstrategies.com/recruitment/scappoosepolicechief)

Questions may be directed to:

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