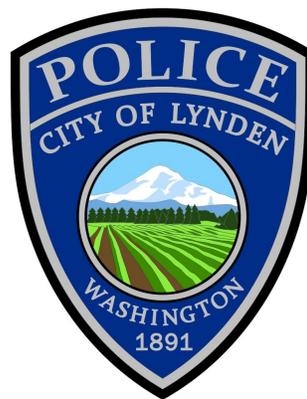




CITY OF LYNDEN



is seeking an experienced Police Service leader to serve as

POLICE CHIEF

\$101,903 - \$132,960, DOQ
with Excellent Benefits

First consideration given to applications
received by 9/30/19



Application materials may be obtained at
<http://www.lyndenwa.org/employment/>



Our Community

Known for its wealth of farms, berries, churches and windmills, the Dutch-influenced Lynden is the second largest city in Whatcom County, Washington. Named and established in 1874 on the site of the Nooksack Indian village Squahalish, the town of Lynden began as a pioneer settlement headed by Holden and Phoebe Judson.

Lynden's population has increased from 8,000 to 14,500 in the last 20 years. The City has been "discovered" as a highly desirable place to live and is expected to grow quickly to its ultimate population of about 20,000 residents. Despite this rapid growth, Lynden is consistently ranked among the safest cities in the state, based on standardized FBI data. Schools in Lynden are generally high performing, and the city is known as a wonderful place to raise children, and a great place for seniors to age in place.

Home to the Northwest Washington Fair, Lynden is approximately 5 miles (8.0 km) south of the U.S.-Canadian border, with Lynden-Aldergrove operation and port of entry. It is also located 15 miles (24 km) north of Bellingham, and about 95 miles (153 km) north of Seattle.

Each year the City hosts the Farmer's Day Parade, an annual celebration of the local agricultural community that typically draws 7,500-10,000 people. Lynden recently celebrated its 125-year anniversary by creating the world's longest strawberry shortcake – running the length of four downtown blocks.

Grand prize winner of the America's Main Streets contest, Lynden's downtown has recently drawn nationwide attention. The City is experiencing revitalization with many new

businesses opening shop, namely: The Inn at Lynden, Overflow Taps, Avenue Bread, Village Books, Bellingham Baby Company and more.

Our City/Our Values

The City of Lynden operates under a Strong Mayor form of government with 7 City Council Members serving 4-year terms. With 85 regular employees providing services to the area, the City of Lynden's Vision is "**Cultivating Exceptional Service for our Extraordinary Community.**"

This vision is accomplished through employees demonstrating the following shared values:

- Communication
- Teamwork
- Community
- Excellence
- Integrity



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Our Police Department

Lynden residents have a high regard for the LPD and view its officers as “our police”. The department’s work to protect the community is genuinely appreciated and its officers are universally respected.

About half of the department’s 16 sworn compliment are long-term, experienced veteran employees who have been with the department for more than a decade. The other half have been hired within the last five years. Many of these came to the department as “laterals” with experience in other departments.

The LPD is well resourced: It is housed in a 12,000 square-foot building that includes all the elements expected in a modern, progressive police department. It has an annual budget of \$3.2 million. Police staff are paid at or above average for officers in similar cities.

The command staff is comprised of the Chief and two Lieutenants. Two Sergeants oversee two squads working on 11-hour shifts. Each squad includes a Corporal who is in charge in the absence of a Sergeant. There are also three highly competent civilian support staff and a civilian Code Enforcement officer.

The Position

Lynden’s next Police Chief will be a strong, forward looking leader, a committed manager and a student of the community. He/she will be an excellent communicator, both internally within the department and externally with

members of the community. The Chief will have confidence in his/her own decision-making ability but will also have a collaborative workstyle that is inclusive whenever possible. He/she will be politically astute and comfortable as the “face of the department.”

Importantly, the Chief will be visionary. He/she will understand that Lynden is at an important point in its trajectory as a City and that the department needs intentional, nuanced leadership to take the department in a direction that best serves the Community.

Lynden’s next Police Chief will be comfortable overseeing traditional tasks associated with the management of any police department (e.g. budgeting, personnel and daily interactions with the public and other parts of the City organization). In addition, the ideal candidate will understand and promote strategic planning, crime trend analysis and efficient deployment of personnel.

Major Responsibilities

Leadership and Direction

- Embraces, promotes, and models the City’s Vision and Values.
- Participates as a member and representative of the City’s Leadership Team.
- Provides leadership and administrative direction to the programs, activities, and staff of the department, including supervision and personnel management.
- Facilitates problem solving within the department and encourages a high degree of communication.
- Develops and implements programs that educate and build partnerships with the public.

Supervisory Responsibilities (including Budget)

- Responsible for the supervision of all departmental staff. Directly supervises command staff, and more generally, all department personnel.
 - Oversees development of the department’s budget including capital, operational and personnel costs.
 - Supervises the operation of departmental in-service training activities.
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- Supervises the preparation of, and submits monthly reports to the Mayor, City Administrator, and appropriate City Council Committees regarding the Department's activities.

Personnel Management

- Oversees the department's training.
- Participates in labor relations through contract negotiation and grievance resolution.
- Assists with department hiring process.

Other Duties

- Attends conferences and meetings to keep abreast of current trends in the field.
- Represent the City of Lynden and its Police Department in a variety of local, county, state and other meetings.
- Maintains effective working relationships with other law enforcement agencies Serves as a member of various employee committees.

Education & Experience

- Bachelor's degree in police science, law enforcement, criminal justice, public administration or closely related field. A master's degree in public administration or criminal justice is preferred; AND
- A minimum of ten years in responsible police work, and a minimum of five years of experience in senior or executive level management.
- Completion of a senior law enforcement leadership course or equivalent.
- Other requirements as described in the position's job description.

Ideal Candidate

The Police Chief is a member of the City's Leadership Team. As such, the successful candidate is expected to embrace and model organizational Vision and Values. Further, the successful candidate must be willing to take a broad leadership role on issues that affect not only the Police Department but the entire organization. As a leader in this organization, this individual must hold him/herself to the highest standards of public service.

The successful candidate will have a demonstrated record of accomplishments and leadership within police service. He or she will be an effective communicator, especially when presenting information to elected officials and the general public. Demonstrated skills in evaluating and implementing programs that enhance the department's professionalism and solid infrastructure are essential.

Challenges & Opportunities

- The Lynden Police Department has undergone significant leadership changes since 2017. Two Chiefs have retired and there have been significant changes in the department's command staff structure. An Interim Police Chief was recruited from the outside - he is not a candidate – and will continue to serve until a regular replacement is identified. The successful candidate must be willing to step into a very fluid environment and create stability. This will require thoughtful and intentional leadership.
- Lynden Police Department is currently conducting a LEMAP assessment. The successful candidate will take charge of implementing the recommendations.
- The City is beginning to utilize social media as a tool for crime prevention and awareness. The next Chief must evaluate how best to use this new media tool.
- Any Police Chief - but especially one in a small city – has a high profile in the community. The successful candidate for this position is expected to have a great deal of interaction with the community and cultivate his/her own personal relationship with residents.
- Lynden is being discovered as a very desirable place to live with an extraordinarily high quality of life. As a result, the City will grow significantly in the next 10-15 years. The new Police Chief must be forward-looking and anticipate the changing needs that come with a growing population. The Chief will be an integral part of developing a City Strategic Plan.

Compensation & Benefits

Salary Range (10-step scale):
\$101,903 - \$132,960, DOQ

Benefits Include:

- Medical/Prescription, Dental & Vision
- Washington State Department of Retirement Systems (LEOFF)
- Flexible Spending Plan
- Employee Assistance Program
- Vacation Leave
- Sick Leave
- Paid Holidays
- Relocation Assistance if needed

To Apply

Qualified candidates are encouraged to apply by **9/30/19**, open until filled.

Please visit our website for application materials and submission instructions:
<http://www.lyndenwa.org/employment/>.

Selection Process

Online screening interviews with semi-finalists are scheduled for **10/23/19**.

Final candidates will be invited to attend the final selection process in Lynden, Washington on **11/5/19 & 11/6/19**.

Please direct all questions to Kara Turner, Turner HR Services, Inc. at (360) 739-5531 or email kara@turnerhrservices.com.

*The City of Lynden is an Equal Opportunity Employer
& Drug Free Workplace*

