



Hobart, Oklahoma



Police chief POSITION PROFILE

*"In Hobart, Hard work
is part of a good life."*

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POLICE CHIEF POSITION PROFILE

HOBART, OKLAHOMA

THE COMMUNITY

Hobart is a friendly, down-home community in the heart of southwest Oklahoma, 40 miles south of I-40 on U.S. 183. The Wichita Mountains frame the southeast horizon and the Quartz Mountain the southwest. Hobart is the county seat of Kiowa County, Oklahoma. It's named for the twenty-fourth Vice President of the U.S., Garret Hobart. As of the 2000 census, the population was 3,997.

Fields of golden wheat surround the city in the summer, and acres of cotton blend with pastures of grazing cattle to form a placid picture of yesteryear still alive in today's world. Streets in downtown Hobart are shaded by trees and benches that allow for leisurely visits. Booths at the corner drugstore and the deli buzz with news from morning coffee drinkers. Church bells still ring for Sunday worship.

Hobart proudly continues to share its historical heritage - *a past worth remembering and a future worth being a part of.*

A strong City Government, an excellent hospital and medical facilities, and a competent, modern school system places the Hobart community ready and eager to grow in population and size in the coming years.

Public Education

Like many cities, the school system is the backbone of this community. The Hobart Public School system gives us all something of which to be proud while being comforted knowing that the children are getting the best education possible. Hobart's high academic standards will ensure success for students, no matter what career path they choose. Hobart works with both career technology and higher education to allow smooth transitions for those students wanting further education. It

also instills good work skills and personal responsibility to give every student the opportunity to be successful.

Through extracurricular activities, students learn responsibility, leadership, and community pride. Hobart offers athletic and academic student organizations, as well as giving younger students the opportunity to participate in a variety of after school activities.

Hobart has developed one of the best after-school programs in the state. Project HELP was originally developed via a grant in 2000. Project HELP provides quality after-school activities for K – 12 which include educational tutoring, non-competitive sports, computer training, musical training, cooking and much more.

Hobart Schools provide technology to all students beginning in Pre-K through High School. With a network of 250 computers, three data servers, and an email server, Hobart makes available a wide variety of technology to all students.

The Elementary uses specialized curriculum programs to aid in a variety of skills. Elementary students work in the computer lab 30 minutes everyday. The middle school and high school extend on that early training. The middle school maintains a wireless network in which to continue computer training while the high school has a lab for Business and Computer Technology and a Library lab available to scheduled classes and the Multimedia Class. Selected students who have successfully completed appropriate pre-requisites can be accepted into the Multimedia Class. These students put their skills to use by maintaining the school's website along with a variety of other Hobart sites. They also handle

the school yearbook and newsletter. Additionally students have the ability to learn via Distance Learning technology. Currently, there are students completing college courses while never leaving the school grounds.

The people of Hobart are extremely proud of their educational traditions and accomplishments. Pride in the community begins when children are small and traditions continue throughout their educational experience.

Local Atmosphere

There are no traffic jams, but locals have to travel only an hour and 45 minutes to be a part of a large city, Oklahoma City. Just because Hobart is a "laid-back" community, it doesn't mean they're not competitive in today's market.

Although a short drive away from several shopping areas, citizens of Hobart have access to almost any product without leaving the city limits. In addition to many gift and specialty shops, there are wide varieties of retail stores in Hobart.

We can't overlook the stores, the Main Street Programs, and housing – all a part of the inner, vital workings of a community.



Hobart not only has private physicians and dentists, but also visiting specialists from many fields.

CITY ORGANIZATION

The City of Hobart operates under the Council-manager form of government. This means that the five-member City Council sets the policies and City Manager carries out those policies. The council members are elected from four wards and one at large, and serve two-year terms. The Mayor is chosen to serve by the members of the City Council. A City Manager and a team of professional Department Heads manage the day-to-day operations. The Council appoints the City Manager, City Attorney and Municipal Judge, while the City Manager hires the remaining department heads. The Council approves the budget, sets priorities and utility fees, also approving appointments to city boards and Commissions.

This professional and collegial team is engaged in improving the quality of life for the citizens of Hobart. Their core values are based on the following attributes:

- ✍ Openness
- ✍ Integrity
- ✍ Equity
- ✍ Accountability
- ✍ Teamwork
- ✍ Respect for All Citizens
- ✍ Fiscal Soundness
- ✍ Continuous Learning and Improvement

POSITION PROFILE

The City of Hobart requires better than average police and fire departments to provide protection for community citizens.

The position of Police Chief in Hobart represents an exciting and rewarding professional opportunity to command an agency committed to service and continuous improvement. Reporting to the City Manager, the Police Chief leads a full service, community-oriented municipal Police Department consisting of 8 sworn full-time officers, 10 reserve officers and 4 non-sworn members. The annual operating budget for the Department FY 08-09 is approximately \$630,000.

The Hobart Police Department (HPD) provides police and law enforcement services to over 4,000 residents and numerous visitors daily. Hobart is a diverse community in terms of demographics, culture and economic status.

The department consists of several divisions to include records, patrol, investigations, jail and communications to include countywide 911 and dispatching to ambulance and fire. The jail is a 10-day lockup facility. This allows for the efficient enforcement of municipal arrest warrants through the municipal court system.



The (HPD) strives to operate in partnership with the community and actively engages community and neighborhood groups. The Department provides as much information as possible to neighborhood groups and routine neighbor patrols in detecting and preventing criminal activity.

The Department has modern, state-of-the-art technology and continues to pursue technological improvements to maximize its resource utilization. The Department is actively involved in cooperative efforts with adjacent agencies, the Kiowa County Sheriff's Department and a variety of federal agencies and task forces.



The primary focus of the HPD is crime prevention and law enforcement through engaging the neighborhoods and other City departments as partners in community-policing.

CURRENT ISSUES

- ✍ Growth – Hobart and Kiowa County is experiencing slow growth, which may require addressing staffing, equipment, technology and facilities to effectively provide police services.
- ✍ Community Trust – This will represent a continuing challenge for the new Chief and for the Department to rebuild community trust and confidence in the Department and its procedures.
- ✍ Resource Management – The Department has limited facilities and will need to develop more space dedicated to law enforcement.

CANDIDATE PROFILE

The Police Chief is a member of the City's senior management team and a recognized community leader. The Police Chief will have a strong commitment to customer service, dedication to policing that involves the community, and understanding of the importance of managing crime, public order and traffic safety issues.

The successful candidate should have broad experience in all areas of a municipal police department including patrol, criminal investigation and administration with an established, successful record of effectively managing the activities and functions of a police department in size and complexity to the Hobart Police Department. Additional areas of characteristics, knowledge and experience include:

- ✍ The ability to build consensus from differing points of view and accessibility to the community and departmental employees.
- ✍ Prioritization skills to maximize utilization of existing resources and development of future additional

resources, including grants and other external resources.

- ✍ Passion and commitment to the development and enhancement of a community-oriented policing philosophy and the development of effective relationships between the Department and neighborhood organizations, schools, civic and business groups.
- ✍ Knowledge of the principles of personnel management and employment law and their application within a police agency, especially as they apply to a labor union.
- ✍ Knowledge of the principles and practices of municipal budget preparation, implementation, and administration.
- ✍ Experience with regional partners and developing and maintaining a positive working relationships with other local, county, state, federal law enforcement agencies and task forces.
- ✍ Exceptional communication skills and demonstrated effective methods of communicating with members of the Police Department and the public.
- ✍ Demonstrated leadership of a department, or within a department, which has emphasized proactive and preventive activities, a customer service and community-based philosophy, a problem-solving approach and stringent performance standards.
- ✍ Able to define clear goals, vision and direction for departmental personnel and the ability to maintain distinct levels of accountability.
- ✍ A demonstrated record of cooperation and functioning as a team player.
- ✍ A commitment to regular and clear lines of communications and interaction with Department staff, other departments, the City Manager, elected officials and the public. The Chief should be comfortable and experienced in media relations and interactions with print and electronic media.

In evaluating applicants for this position, the City Manager will be looking for candidates who have the following characteristics and competencies:

- ✍ The Chief will be committed to high levels of staff training and staff development and be supportive of employees maximizing their individual potential.
- ✍ The ability to say "no" when necessary without generating hostility or ill will.
- ✍ The ability to effectively and articulately communicate the Department's vision and goals to Departmental personnel and the community.
- ✍ An on-going level of commitment to service and visibility within the community, both on and off the job.
- ✍ An innovative, proactive, flexible and creative person who is not afraid to consider new technology, equipment, training, and police practices.
- ✍ An individual with a strong sense of self who demonstrates the highest levels of personal and professional ethics and behavior and leads by commitment, example and ethical standards, both on and off the job.
- ✍ A good listener and who listens to both sides of an issue and has an open flow of communication to community leaders and citizens. Supportive of subordinates' efforts, he/she will appropriately and vigorously advocate for needed resources for the Department.
- ✍ An awareness and sensitivity to cultural, social, and ethnic differences in the population served is essential.
- ✍ A visionary leader who can bring together the various elements of the community, the Department and leadership of the City to develop a vision, strategic planning process and clear goals to guide the future of the Department.
- ✍ A team oriented person who is seen as caring, personable, open, responsive, visible and accessible to subordinates, other City

departments, citizens, other law enforcement agencies, schools, and the business community. Excellent interpersonal skills with an ability to establish positive working relationships with others.

- ✍ A proven record of absolute integrity, consistency and fairness in the application of policies and discipline and in the treatment of Department personnel. A person who sets high personal standards for him/herself and others in the Department.
- ✍ While aware of the politics, the Chief must scrupulously avoid personal involvement in political issues.
- ✍ A polished and comfortable communicator who can effectively convey his/her ideas orally, written or in presentations.
- ✍ A commitment to continuous improvement of the Department with the ability to evaluate the effectiveness of existing and proposed programs, developing and recommendations for growing, developing and improving the organization.

EDUCATION & EXPERIENCE

Preferred education will include a minimum of two years of college, a Bachelor's degree from an accredited college or university with major coursework in police science, criminal justice, public administration, or a closely related field is desired. A minimum of five years experience in a command level position is required, with. Other requirements include:

- ✍ Possession of, or ability to obtain, a valid Oklahoma driver's license within thirty days.
- ✍ Possession of, or ability to obtain, peace officer certification from the State of Oklahoma.
- ✍ The ability to qualify for necessary security clearances needed for emergency management and homeland security purposes.

While the City has established minimum qualifications and credentials

as described, each candidate's background and employment history will be reviewed for an outstanding level of professional accomplishment, community interaction and ethical conduct.

COMPENSATION & BENEFITS

The starting salary is negotiable and competitive, depending upon the background and qualifications of the successful candidate. Hobart has an exceptional benefits package including an excellent retirement system and other highly competitive benefits. The City will negotiate relocation assistance with the successful candidate. Residence within the corporate limits of Hobart within six months is required.

APPLICATION PROCESS

Qualified candidates should submit a cover letter, current resume and five work related references online to: info@chellconsulting.com or mail to:

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This position is open until filled; however, the first review of applicants will take place on January 19, 2009. Following the first review date, resumes will be screened in relation to the criteria outlined in this brochure. There will be final interviews in Hobart offered to those candidates named as finalists, with reference checks conducted after receiving candidates' permission. The final interview process will be held in February 2009. The City Manager will

make the final decision on the preferred candidate.

Applicants selected as finalists for this position will be subject to a criminal history/credit/driver's license check prior to the interview. Under state legislation regarding access to public records, information from your resume may be subject to public disclosure.

For more information please contact Chell Consulting, LLC by calling 405-834-8287 or by visiting our website at

www.chellconsulting.com

Hobart is an Equal Opportunity Employer and values diversity at all levels of its workforce!