

Municipality/Organization: City of Kotzebue

Job Title: Police Chief

Posting Date: 5/7/18

Closing Date: Open until filled

Salary: Depends on experience

General Description:

1. Provide any and all reports desired by the City Manager as they apply to the Police Department. Initiate public safety programs.
2. Responsible for proper fiscal and operational administration; and supervision of sub-departments within the Police Departments.
3. Coordinate with department heads and supervisors with the Police Department to ensure smooth day to day operation; implementation of programs and compliance with City, State and Federal regulations.
4. Responsible for all administrative/supervisory duties of the Police Department.
5. Serve as a member of the leadership team for the City of Kotzebue.
6. Perform and/or assume other job or work related duties as assigned by the City Manager.

Qualifications:

1. Must have a High School Diploma.
2. Possess or be capable of obtaining an Alaska Drivers License.
3. Fifteen (15) years experience in a public safety related field, at least five (5) of which was in an administrative/supervisory capacity.
4. Specialized experience in dealing with emergency management from an administrative/supervisory command level.
5. Ability to command and administrate a department consisting of Police and Jail operations. Must be flexible in order to accommodate other needs of the City of Kotzebue, as designated by the City Manager.
6. Must have good written and oral communication skills.
7. Must possess a confidential and professional manner.
8. Strong administrative/supervisory skills.

To Apply: Please submit your application for employment or resume to:

City of Kotzebue, P.O. Box 46, Kotzebue, AK 99752

Web Link: [www.cityofkotzebue.com](http://www.cityofkotzebue.com)

Contact: Patsy Smith at (907) 442-3401 or fax to (907) 442-3424