

THE TOWN OF GRANBY CONNECTICUT INVITES CANDIDATES TO APPLY FOR THE:



CHIEF OF POLICE



Municipal Complex:
Town Hall, Library, Police,
Senior Center, Board of Education

Great Opportunity for Senior Level Police Personnel

Profile information:

- Community Information
- Form of Government
- Police Staffing
- Chief of Police Job Description
- Characteristics of and Opportunities for the Ideal Candidate
- Qualifications
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About Granby

The Town of Granby was incorporated in 1786 from Simsbury and covers 40.7 square miles on Connecticut's north central border with Massachusetts. Primarily a rural residential community, Granby is home for many workers in Greater Hartford's financial and insurance corporate headquarters and industries. Located 13.6 miles north of Hartford, the town is bordered on the east by the towns of Suffield and East Granby, on the south by Simsbury and Canton, and to the west by the towns of Barkhamsted and Hartland. Granby's 2011 estimated population is 11,285.

Form of Government

Granby is governed by Charter, last revised in November of 2002, and operates under a Selectmen/Town Manager form of government established in 1960. A five member Board of Selectmen serves as the town's legislative body and an appointed Town Manager serves as the town's Chief Executive.

The Town Manager is directly responsible to the Board of Selectmen for planning, organizing, and directing the activities of all municipal departments and agencies under the Town Manager's jurisdiction.

The Town Manager appoints municipal employees including the Police Chief and Police Captain, prepares and administers Town Budgets and the financing of Town Operating and Capital Improvement Funds; recommends to the Board of Selectmen such measures or actions which appear necessary or desirable; recommends municipal ordinances and regulations and implements policies established by the Selectmen.

Police Department Staffing

1 Police Chief, 1 Captain, 4 Sergeants, 9 Officers, 4 FT Dispatchers, 3 PT Dispatchers, 1 PT Records Clerk and 1 Administrative Assistant.

Police Regional Effort

The Granby Department of Police Services participates with the towns of Avon, Bloomfield, Canton, Farmington, Simsbury, Suffield, Windsor, and Windsor Locks in the North Central Municipal Regional Emergency Services Team. This coalition of police agencies provides the opportunity for Granby personnel to expand their interests into such specialized areas of law enforcement as: Accident Reconstruction, Dive Rescue/Recovery, Narcotics Investigation, Crisis/

Hostage Negotiations, and SWAT.

Chief of Police Position Summary

Under the general direction of the Town Manager; the Chief plans, organizes, and supervises the activities of the Police Department. Responsible for personnel, patrol, and investigative functions, grant writing, preparing and managing the departmental budget, and maintaining community policing programs.

Examples of Duties:

- Plans, coordinates, and evaluates the operation of the Department.
- Develops department policies and procedures.
- Supervises, coordinates, and directs the preparation and implementation of the annual budget.
- Hires, supervises, trains, and evaluates personnel.
- Meets with elected or appointed officials, law enforcement officials, business and community members, and the general public on all aspects of the Police Department.
- Analyzes community short and long term law enforcement needs and recommends solutions.

Characteristics of the Ideal Candidate

- Results oriented, community focused professional with vision and proven leadership skills
- Comprehensive knowledge of practices and proven techniques of police management
- Knowledge of social trends and indicators impacting law enforcement policy or operations
- Ability and experience in developing strong relationships and partnerships with the business sector and community groups
- Knowledge of traffic control, criminal investigations, court procedures, records maintenance, and communications
- Skilled in personnel management, labor relations , and grievance procedures
- Capacity to serve as a police officer on the street when necessary due to small force

Challenges and Opportunities

- Balance the needs of growth to the department with the resources and budget available
- Continue the outreach to the community to meet their level of service requirements
- Establish an investigator position
- Coordinate services with the volunteer fire department and ambulance association
- Work with Fire Marshal to develop a strong Emergency Management Process
- Serve as a coach and mentor to officers – help officers to understand what options to use in different situations
- Collaborate with the Board of Education, school officials, and Human Service Departments on programs
- Work to secure and maintain State and National Police Accreditation

Qualifications

A Bachelor's Degree in Police Science, Criminal Justice, Public Administration, or related field , seven (7) years of police experience with three (3) years at the rank of Captain, or having experience as the Second in Command, is required. Masters Degree or FBI National Academy graduation preferred.

Special Requirements: Valid Motor Vehicle Operators License, Certified Connecticut Police Officer

Compensation and Application Process

The salary range for this position is \$91,500 - \$111,325 depending on qualifications and experience - with an excellent benefits package.

For more information see the Town of Granby web site:

www.granby-ct.gov

Granby is an EOE/AA/Equal Access Employer

Please complete application (found on web site) and send with resume by 4:00 p.m. on August 2, 2011.

Submit Application Package to:

**Town of Granby
Town Manager's Office
15 North Granby Road
Granby, CT 06035**

**For more information contact Ms. KerryAnn Kielbasa,
Director of Human Services
Email to: kkielbasa@granby-ct.gov
Call: 860-844-5351**



Department of Police Services