

Ross Township, Butler County, Ohio is now accepting applications for the position of Full-Time Police Chief. Only qualified applicants meeting the standards set forth below will be considered. Applications will be accepted until the end of business on August 1, 2024. The salary for this position will be \$84,000 with a \$5,000 increase at the successful completion of the six-month probationary period, and an additional \$5,000 increase upon a favorable review at the successful completion of 12 months. Applicants must detail what experience they have in policing to qualify them for the position as Police Chief. Send cover letters and resumes to Township Administrator Laurie Kile, via email at lkile@rosstwp.org or mailed to Ross Township Administration, 4055 Hamilton Cleves Rd., Fairfield, OH 45014. Any additional questions should be directed to the Township Administrator at lkile@rosstwp.org or (513) 863-2337 ext. 111.

Position: Police Chief

The Chief of Police is the Chief Operations Officer of the Police Department and is responsible for the protection of lives and property in Ross Township through the supervision of all police functions. The Chief of Police is a township employee serving in accordance with the provisions of the Ohio Revised Code and functions in accordance with general policy established by the Board of Trustees with considerable latitude in the exercise of independent judgment and discretion of the management and operation of the Police Department.

Relationships and Contacts

The Chief of Police directly supervises and oversees supervision of other Police Department employees. The Chief must maintain productive relationships between the Department, other governmental agencies, private organizations and residents, especially those concerned with traffic, crime prevention and the administration of justice. The Chief is an at-will employee of the Township Board of Trustees.

Job Location and Physical Requirements

Work sites include the township administration building, other township buildings, as well as areas inside and outside of Ross Township.

Responsibilities and Duties

1. Promptly execute all lawful directives of the Township Administrator and the Board of Trustees;
2. Organize, direct and control all resources of the Department to ensure that:
 - a. The department engages in the most efficient discharge of its duties to preserve the peace, protect persons and property, and enforce the criminal laws of the State of Ohio;
 - b. New techniques are developed or adopted to improve the Department's effectiveness in the discharge of primary police obligations; and
 - c. There is adequate analysis, planning and preparation to determine the need for development of facilities to fulfill future Department requirements.
3. Administer the Department's fiscal affairs to ensure that realistic estimated annual budgets are prepared and adhered to and available resources are converted into maximum effective police service;
4. Develop an organizational structure with professional standards and sound span-of-control principles to ensure the following:
 - a. A staff of supervisor officers is created and maintained who meet periodically to discuss and resolve current problems, establish policy, and disseminate information to assure operational efficiency;
 - b. Related activities are integrated under control of intermediate supervisors, holding them accountable for effective conduct of such activities;
 - c. Awareness of all affairs of the Department to ensure that the duties of subordinates are properly discharged;
 - d. Thorough investigation of all cases of alleged or apparent misconduct by Department personnel, with appropriate action taken;

- e. Recognition of outstanding performance by Department employees;
 - f. Adequate and progressive employee training is organized and conducted to achieve maximum efficiency.
5. Plan and execute a police service program, with modifications to combat current trends supported by analysis of records and reports, designed to ensure the prevention and suppression of crime, apprehension and prosecution of offenders and recovery of property.
 6. Develop and conduct an effective, professional public relations program to ensure that public confidence is encouraged, and accurate interpretation of police policies and objectives are presented to Department personnel, the press and the public.
 7. Work for the enactment and strengthening of laws for the restraint of criminal activities.
 8. Establish procedures to comply with provisions of Section 5149.01, Ohio Revised Code, governing establishment and conduct of Criminal Identification procedures.
 9. Maintain an active alliance with professional police authorities and participate in programs to ensure the mutual improvement of proficiency in combating crime and traffic problems.
 10. Report promptly to other Township personnel any important matters falling within their jurisdiction. Coordinate Department representation or represent the Department at any community functions in a professional manner to ensure a positive and professional image of the Department.
 11. Exert every effort to satisfy the needs of citizens requesting service, assistance or information, and courteously explain any instances where jurisdiction does not lie within the police agency, suggesting procedures to be followed.

Minimum Qualifications and Skills

This position requires an active commission through the Ohio Peace Officer Training Academy (OPOTA). Extensive command and executive level experience combined with specialized training such as the F.B.I. National Academy, Certified Law Enforcement Executive Course, and a four year degree from an accredited college/university is preferred. Strength in interpersonal skills, leadership, employee motivation and an advanced knowledge of current law enforcement strategies is critical. Must also have a proven degree of high personal and professional integrity, strong organizational, management and communication skills. Must have experience with the community-oriented policing philosophy, labor-management experience and grant funding. Must possess and retain a valid driver's license and be insurable through Ross Township's insurance carrier.