



12086 M-89
Richland, MI 49083
269-731-4888

JOB POSTING & DESCRIPTION

Open: April 20, 2022

Expires: May 4, 2022

Police Chief of Ross Township Public Safety

Scope of Duties:

The Police Chief oversees all activities of the police department, in the enforcement of municipal ordinances and state laws for the prevention of crime, protection of life and property, to maintain safety and order in recreation areas inside Ross Township, and to keep the Ross Township Board of Directors apprised of efforts and results.

The Police Chief is an MCOLES-Certified, sworn officer and possesses all policing powers and responsibilities, in addition to executing mutual aid agreements on behalf of Ross Township.

The Police Chief shall work a scheduled number of hours established by the Ross Township Board of Directors and have wide discretion, independence of action and initiative in deterring crime and enhancing residential safety. Hours are subject to change based on seasonal or holiday need and will be communicated within 7 days' time or as soon as a need is known. The Township Supervisor will ensure hours are spent focused on matters that develop and/or occur via complaint or other means of communication. The Police Chief will work with the Ordinance Enforcement provider as required by any or all of the following:

1. Making contact with residents regarding complaints of ordinance violations;
2. Running MCL numbers of boats that violate noise ordinances or dock renting ordinances;
3. Coordinating activities with surrounding municipalities under the laws of the State of Michigan.

Qualifications:

1. Must meet minimum qualifications of a patrol officer;
2. Must have comprehensive knowledge of police administration and of policing methods;
3. Must possess comprehensive knowledge of laws and ordinances;

4. Thorough knowledge of crime detection, criminal identification, radio communications;
5. Must possess excellent and appropriate communication skills while handling citizen concerns or citizens under emotional duress;
6. Must exhibit professional and accurate methods of communication: Email, in-person, grammar, telephone, punctual report submission(s), statistical reports and any other communications required of the position.

Essential Functions and Skills while Scheduled:

1. Effectively promotes Ross Township Police Department as credible, professional and exercise general supervision over the entire department;
2. Oversees the development of mutual aid with neighboring communities to establish goals of the Ross Township Board of Directors;
3. Engages with area businesses regarding funding opportunities into the Ross Township Police Department;
4. Engages with Kalamazoo County Consolidated Dispatch to ensure a smooth public safety program between all mutual aid partners;
5. Consistently enforces rules, regulations, ordinances, policies and procedures relating to the department and to Ross Township;
6. Ability to communicate complex ideas effectively orally and in writing;
7. Ability to develop effective strategies to unusual problems under stressful situations;
8. Meets and confers with other agencies, committees and township personnel periodically to discuss mutual problems, policies, special operations or initiatives;
9. Maintains accurate and timely records and agreements related to Ross Township Police Department, such as: Monthly reports, State of Michigan reports and any verification reports as required by law;
10. Reviews and reports to the Ross Township Board of Directors statistical data relating to crime, departmental activities, statistics, and makes recommendations;
11. Exercises appropriate discretion and judgment in relation to law enforcement;
12. Performs law enforcement and patrol work including regulating traffic, investigating accidents, responding to emergencies;
13. Acts as Ordinance Enforcement Officer when necessary;
14. Discusses violations effectively, issue warnings, issue tickets, and pursues violations through court proceedings as necessary.

How to Apply:

Applicants meeting all qualifications for this position shall submit a resume and cover letter outlining experience relevant to the role of Police Chief of Ross Township to the Ross Township Supervisor by 4:00 pm Wednesday, May 4, 2022.