

## TOWN OF BOONE EMPLOYMENT OPPORTUNITY

The Town of Boone Police Department is announcing the opening of a lieutenant position. This position is currently assigned as the Special Operations Commander (SOC).

See the following description of the duties:

This position requires vision, solid writing skills, ability to accomplish complex tasks, and experience with the Incident Command System (ICS). Some of the capabilities that the SOC will need to be successful will include, but not limited to:

- Organize and lead pre-planned special events, such as parades, sporting events, festivals, and other Town sanctioned events by establishing Incident Action Plans and acting in various positions within the Incident Command System.
- Function as our departmental Emergency Operations Coordinator.
- Act as a “fire watch” for all types of events ranging from demonstrations / protests, weather events, or any other type of event affecting or threatening public safety that would require a specific response by any Town of Boone entity, specifically the police department. This aspect of the position requires close coordination with other agencies and departments.
- Organize special enforcement activities, e.g. alcohol and cigarette status offenses, surveillance operations, covert operations geared toward problematic crime trends, etc.
- Work with the SWAT Team Leader to enhance the capabilities and readiness of our SWAT team.
- Assist with coordinating intern assignments / projects.
- Supervise the Boone Police Downtown Officer.
- Supervisor the Boone Police School Resource Officer (assigned to Watauga High School).
- Oversee the Boone Police K-9 program.
- Lead current and future projects of various types. Explore grant options to fund various projects.

This position will be directly supervised by the Caption of Police Operations.

**Pay range: \$48,940.00 - \$73,410.00** Employee will serve a six-month probation. Town of Boone is an Equal Opportunity Employer.

Other benefits can be provided by Town of Boone Human Resources Director, Dale Presnell.

**Education & Experience:** Any combination of education and experience equivalent to graduation from an accredited community college with major course work in police science or criminal justice and considerable law enforcement experience.

**Special Requirements:** Possession of an appropriate driver’s license valid in the State of North Carolina. Possession of Basic Law Enforcement certificate. Must meet and maintain all minimum training and experience requirements for the position established by the department and State of North Carolina.

### **Promotional Requirements**

#### **5.5 Lieutenant**

- A. This process will be given as needed. After a promotional process, the completed promotional list remains valid for one year. The Chief of Police will choose the most qualified candidate for promotion from the current list. If the list of eligible candidates is less than three, a new promotional process may be given when an opening occurs.
- B. Candidates must possess at least a NC Intermediate certificate.
- C. Candidates must have served in a police supervisory capacity for a minimum of two years. If a candidate has previously been a supervisor at another agency, the Chief of Police may accept this prior experience to satisfy this requirement, if it is deemed equivalent to what an internal candidate possesses with two years of police supervisory experience.
- D. Candidates may have had no disciplinary suspensions of more than one day, no more than one written reprimands, or no combination of suspensions and written reprimands in the two years of employment prior to the position posting at Boone Police Department or at another agency where credible police experience occurred.
- E. Competitive Promotional / Hiring Process

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|--------------------------------|-----|
| ICS assessment/exercise        | 25% |
| Written problem / Presentation | 25% |
| Sworn oral board               | 25% |
| Management interview           | 25% |

- 1. Plus two points for an AA or AS degree (or equivalent hours); four points for a BA or BS degree (or equivalent hours) or higher.
- 2. Candidates who successfully complete physical testing will receive two points.
- 3. Additional points may be added if further assessments are added to this process.

*A drug screen and a psychological test may be completed on internal candidates prior to promotion and shall be completed if an outside candidate is chosen as a condition of employment.*

**Internal candidates** may submit a memo of interest to the Captain Andy Le Beau by **January 2, 2019**.

Candidates should outline their qualifications for this position in the memo.

**External candidates** must submit a resume and an employment application available on the Town of Boone website ([www.townofboone.net](http://www.townofboone.net)). Questions can be directed to Captain Andy Le Beau at the Boone Police Department # 828-268-6927, regarding the application process.

Applications may be returned to Town of Boone Human Resources at 567 West King St, or PO Box 192, Boone, NC 28607.

**DEADLINE:** All applications and resumes must be received by **January 2, 2019**.