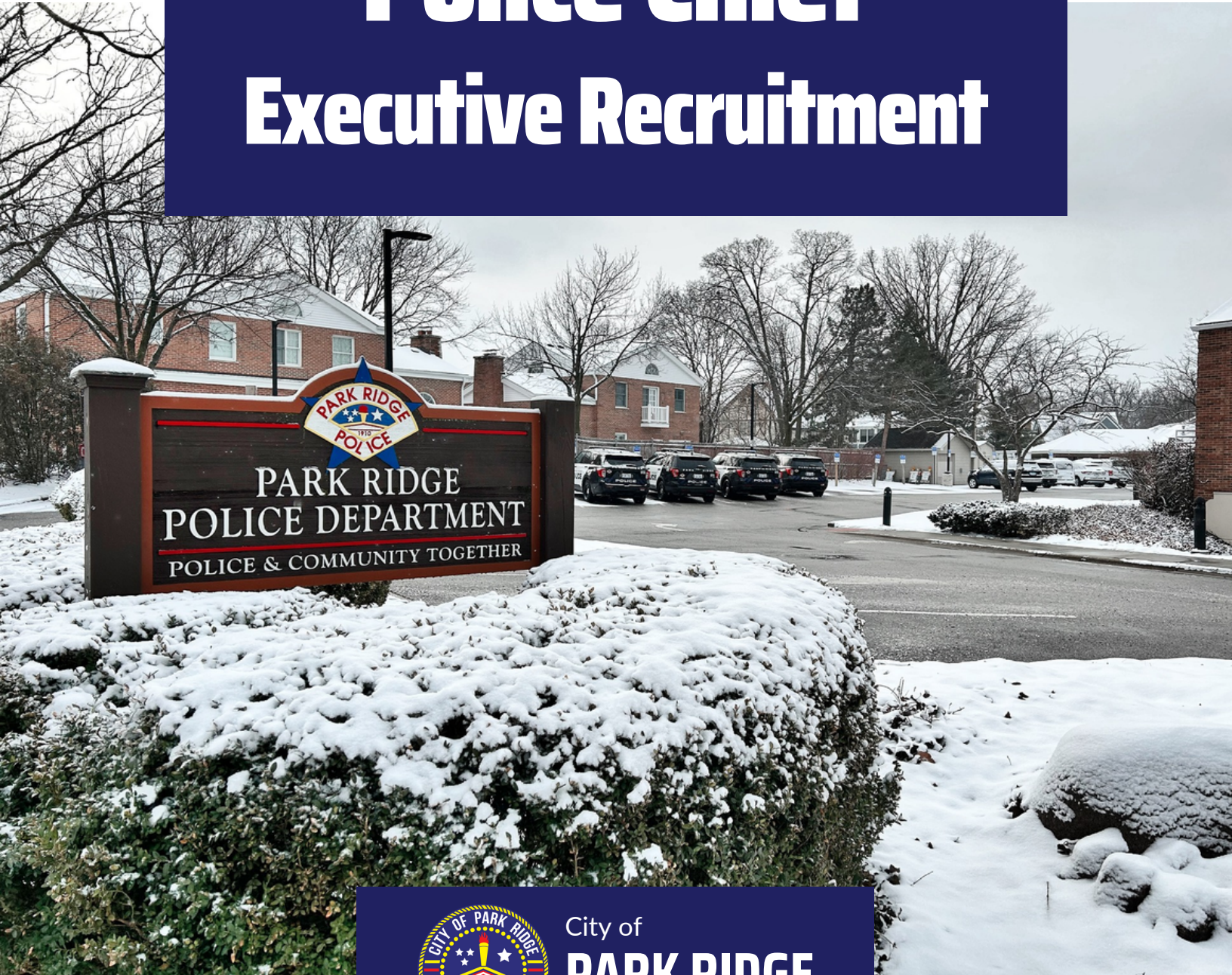




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# Police Chief Executive Recruitment



City of  
**PARK RIDGE**  
ILLINOIS



## Welcome to Park Ridge

Park Ridge, Illinois is a picturesque suburb of 39,656 residents located 14 miles northwest of downtown Chicago, convenient to O'Hare Airport, major expressways, CTA, and Metra trains. Incorporated as the Village of Park Ridge in 1873 (and reorganized as the City of Park Ridge in 1910), Park Ridge is a prime residential community that retains its distinctive, small-town charm.

The City's vibrant Uptown shopping area includes the Metra station, Public Library and several charming parks where live musical concerts and special events are held in the summer. Throughout the City, tree-lined streets, pleasing architecture, excellent schools and ample parks help make Park Ridge one of the most desirable family communities in the Chicago area.

Unique shops, famous name stores and popular restaurants fill the Uptown area, where award-winning new buildings in The Shops of Uptown blend serenely with historic ones. The Uptown Park Ridge skyline is graced with cupolas, church spires and the 100-foot tower of the Art Deco Pickwick Theatre, which is on the National Register of Historic Places. In addition to the charming Uptown shopping area, Park Ridge offers other shopping and dining convenient to every neighborhood, including South Park, Village Green, the Dee Park area bordering Oakton Avenue and the Higgins Corridor bordering Chicago.

Since its founding days, Park Ridge has made much progress, yet retained its small hometown atmosphere and remains a wonderful place to live and work. The City is committed to providing excellence in City services in order to uphold a high quality of life. Many residents have lived here all their lives and others return because of the sense of community.

Business is thriving in Park Ridge, with many new and family-run stores and restaurants available in the Uptown area and in South Park plus the Higgins Corridor. Park Ridge is home to a number of trade and professional associations and two major hospitals (Advocate Lutheran General and Resurrection Health Care) plus numerous medical service offices.

### Park Ridge at-a-Glance

Population: 39,656

Land Area: 7.09 square miles

County: Cook

Median Home Value: \$426,700

Median Household Income: \$124,535

Average Household Size: 2.6

Households: 15,366

Public Transportation: Metra Train and PACE Suburban Bus



## The Park Ridge Police Department

The Park Ridge Police Department has 55 sworn officers, 15 civilian employees, 10 part-time civilian employees, a Social Worker, and a \$12.4 million budget. The Police Chief is appointed by and reports to the City Manager and serves on the Manager's executive leadership team. The current Chief is retiring after 15 years and has been instrumental in providing a vision for the Department's success and respect within Park Ridge.

The Department enjoys an excellent reputation with the residents and business community, working closely with volunteers and other City departments. Telecommunications are handled by Cook County.

Like many Illinois municipalities, the recruiting, testing, selection, and promotion for all sworn police employees is conducted by a five-member Board of Fire and Police Commission, comprised of residents appointed by the Mayor, and conferred by the City Council. The commission and the Police Chief have had a respectful, friendly, and productive relationship. The Police Chief shall be appointed by the City Manager, with the advice and consent of the City Council.

## Challenges and Opportunities

**Changing Park Ridge:** With 21st century policing initiatives firmly in place, the Police Chief will expand outreach to address criminal activity while presenting consistent, clear, and factual information to the residents. As mental health related calls are increasing in the region, the new Chief must focus on looking outside of traditional policing methods on how to deal with this new trend most effectively. The new Park Ridge Chief will need to consistently analyze the Department to assure that staffing levels, priorities, and resources are ready to address future trends successfully.

Maintaining Park Ridge as a safe community is essential. Development of proactive safety programs and proactive policing initiatives that grow partnerships and provide safety education for residents, business, and organizations is important.

**Leadership Development Opportunities:** The next Police Chief will lead a well-trained staff to connect theory to practice, growing the leadership capacity and develop a city-wide focus beyond the Police Department. The Department faces many retirements over the next five years. The Police Chief will cultivate a strong leadership culture and prepare the next generation of law enforcement professionals to serve the community.

**Technology Advancement:** The Police Department has both body cameras and dash camera hardware/software for all patrol personnel. Maintaining these systems while seeking out and implementing new technology for the modern deployment of effective, modern policing will be a priority for the next Chief.

Communication is imperative. The development of a more proactive information sharing platform, harnessing technology and messaging to community residents, businesses, and organizations using social media is vital.



## Park Ridge City Government

The City operates under a Council-Manager form of government and is governed by elected officials including the Mayor, seven Alderpeople, and the City Clerk. The Mayor and City Clerk are elected from Park Ridge at large; one Alderperson is elected from each of the seven wards of the City. The seven Alderpeople constitute the City Council, and the Mayor or their appointed representative presides at all Council meetings.

The City Manager oversees a staff of 200 FTEs in the departments of Administrative Services, Community Preservation and Development, Finance, Fire, Police, and Public Works. Five labor unions represent groups of employees in the Fire (IAFF), Police (FOP and MAP), and Public Works Departments (IUOE), along with select other employees throughout the organization (ICOPS) under collective bargaining agreements.

## Candidate Qualification Criteria

The Police Chief position is a highly visible position in the City of Park Ridge requiring well developed leadership abilities and management skills that are based upon consensus building and problem solving as well as a strong desire to work in a collegial, team-oriented environment.

They must be a highly motivated, self-starting, and confident individual with excellent leadership and interpersonal skills.

Candidates should be familiar with progressive policing principles and have a demonstrated record of success in developing effective relationships at all levels of the organization. Candidates must be committed to an inclusive management style when appropriate and employees' professional development.

Candidates must possess a bachelor's degree in criminal justice, business administration, public administration, communications, or related field. Candidates should also have at least ten years' experience in a municipal law enforcement management position. A Master's degree or completion of an advanced police management school is desired. Illinois Association of Chiefs of Police Certified Law Enforcement Executive certification is also desired.

Demonstrated successful experience in progressively responsible supervisory, administrative, and managerial assignments in municipal law enforcement preferably in a suburban community, with a similar socio-economic environment is desirable.

Have demonstrated experience working cooperatively with other law enforcement agencies and regional task forces to effectively utilize the department's resources.

Have successful personnel management and employee relations experience, with a record of dealing fairly with all employees, collectively and individually, be particularly knowledgeable of collective bargaining issues and labor contract administration within a police department setting.

Have sufficient experience to review organizational structure, staffing, and personnel assignments and make changes when appropriate, to ensure departmental capability to carry out its mission and responsibilities in an exemplary manner; use data driven decision making processes when appropriate.

Have experience in personally preparing accurate written reports, emails, and similar communications, together with effective verbal communication and public speaking skills, including a willingness to make effective oral presentations to a range of community and business groups.

Have experience in utilization of Information Technology as it relates to modern and innovative law enforcement and administrative functions as well as interconnecting with city-wide technology.

Be capable of directing the preparation and presentation of the Police Department budget and understanding the principles of government budgeting, including the delivery of police services in an effective, cost-conscious manner.

Be experienced in addressing internal organizational and personnel issues present in most police agencies as well as have demonstrated ability in addressing these problems in a positive, professional, and impartial manner.

Have experience in creating and working in a management environment where police services work cooperatively with other municipal services, the local school systems, and other community agencies.

Have experience resolving citizen inquiries, suggestions, and complaints in a participative community and be willing to be accessible and personally respond to unscreened calls to "the Chief."

Have experience in and be committed to community and neighborhood-oriented policing practices and techniques.

## Characteristics of the Ideal Park Ridge Police Chief

A strong, decisive results-oriented police manager who develops and mentors command staff and subordinate personnel through clear direction, delegating without micromanaging and maintaining accountability.

Have complete personal and professional integrity, honesty and humility embodying a high sense of professional ethics.

Lead and motivate by example, encouraging high standards of performance and productivity from all personnel.

Have a vision for the Department and be able to think and plan strategically to achieve that vision while assessing staffing and resources to assure the safety of the men and women of the department.

Take a leadership role on the Park Ridge executive management team. Ensure the mission of the Department compliments that of all City Departments and the unified mission is communicated to employees and residents.

Assure Park Ridge staff has leadership and collaborative positions with state, local and county-wide law enforcement groups to enhance the visibility and technical growth of the Park Ridge Police Department.

Take a flexible, agile approach to problem-solving, searching out all alternatives, and being receptive to suggestions from others before deciding or recommending a course of action.

Be politically astute by seeking first to understand the viewpoints of the interested stakeholders in Park Ridge.

Possess well-developed leadership skills that demonstrate the ability to make difficult, timely and sometimes unpopular decisions. Have the ability to listen to, support, and implement subordinate employees' suggestions and ideas when appropriate.

Break down silos through the use of excellent communication skills and have a demonstrated track record of working with diverse individuals.

Be even-handed, fair, impartial, empathetic, and consistent in dealing with all employees in terms of assignments, enforcement of rules, disciplinary and related actions.

Be able to quickly gain credibility and respect of employees, including command staff, rank and file officers, civilian employees, and Park Ridge officials and citizenry.

Have the ability to work under sometimes stressful conditions, providing strong and effective leadership while being able to make tough decisions on the spot when required.

Provide opportunities for comprehensive and continual training and leadership development. Give personal attention to counseling and career growth, including creating opportunities for such training to be utilized in the Department.

Be self-confident and secure in presenting professional recommendations and opinions to superiors and others in a straightforward, diplomatic manner, while capable of carrying out ultimate City policy decisions in a prompt, effective, and impartial manner.

Be an anticipatory manager, one who actively seeks solutions to law enforcement problems before they become a more serious problem.

Use technology and social media to enhance communication with the public and assist in law enforcements efforts to contend with and deter crime.

Maintain high visibility with all levels of staff and employees by getting out of the Chief's Office and interacting with individuals in their workplaces and in the field, recognizing employee contributions as appropriate.

Be active in Park Ridge as a visible City Official, personally taking part in civic and community activities and events.

## Compensation and Benefits

Residency is not required. The anticipated starting salary range is \$143,000 - \$170,000 +/- DOQ.



**Health Insurance.** BlueCross BlueShield at a 13% premium cost to employees.



**Dental Insurance.** Delta Dental at a 13% premium cost to employees.



**Term Life Insurance.** Valued at two (2) times the Chief's annual salary (\$300,000 maximum).



**Flexible Spending Accounts.** Contribute pre-tax contributions to health or dependent accounts to use for qualifying expenses.



**Pension.** Membership in the Police Pension Fund, an employee and employer funded pension fund.



**Paid Time Off.** Generous PTO package accrued on a bi-weekly basis.



**Admin Leave.** Five (5) days credited at the beginning of each fiscal year and upon the date of hire.



**Paid Holidays.** Eight (8) paid City holidays each year.



**Professional Development.** Professional membership dues and ongoing professional development training.



**Tuition Reimbursement.** Up to \$2,500 annually.



**Employee Assistance Program.** Free and confidential short-term counseling services, resources and work/life service specialists for employees and all household members.



**Vehicle.** A dedicated vehicle is provided for use while conducting official city business.

**Employees also have the option to participate in these employee-paid programs:**

- Vision Insurance through VSP
- 457(b) Retirement Plans through Mission Square or Nationwide
- Additional Life Insurance offerings

## How to Apply

Applicants may find additional information regarding the City of Park Ridge, the Police Department, and the Chief of Police position by accessing the City of Park Ridge website at [www.parkridge.us/PoliceChief](http://www.parkridge.us/PoliceChief).

Submit a resume, cover letter and contact information for (5) professional references at [www.GovHRjobs.com](http://www.GovHRjobs.com) by May 26, 2023. Electronic submissions are required.

Telephone inquiries can be directed to Riccardo Ginex, Vice President, GovHR USA (847) 380-3240 or Jon Fehlman, Senior Vice President, GovHR USA, 847-380-3240 Ext. 142.

The City of Park Ridge is an Equal Opportunity Employer.

**Apply Today! [www.GovHRjobs.com](http://www.GovHRjobs.com)**



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