

# BUFFALO GROVE, ILLINOIS

# POLICE CHIEF



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Buffalo Grove, IL (pop. 43,212) Progressive municipal government seeks skilled Police Chief with exceptional interpersonal skills and demonstrated leadership and management experience in municipal law enforcement. The Village of Buffalo Grove is a diverse, family-oriented community with excellent schools and beautiful parks located 32 miles northwest of Chicago.

## COMMUNITY BACKGROUND

The Village of Buffalo Grove is a progressive, bustling and family-oriented suburb located 32 miles northwest of Chicago. The Village is known for its progressive approach to municipal service delivery and holds a AAA bond rating from Standard and Poor's, a testament to the Village's sound fiscal management.

Incorporated in 1958, Buffalo Grove is known for its excellent schools, thriving commercial districts, beautiful residential areas and numerous recreational opportunities. Situated between the I-94 and Illinois 53 corridors, Buffalo Grove enjoys the tranquility of a suburban community with easy access to larger retail markets and employment centers. Buffalo Grove is home to advanced manufacturing business parks and several major corporations including Siemens Building Technology, ESS Business Consulting, Plexus Corporation, Hines Supply, and Leica Microsystems Inc. In addition, the Village hosts 21 retail shopping centers and numerous restaurants of all varieties.

The community offers a variety of housing options for its diverse residents and seeks to develop more housing options into the future. The Village Board recently approved the redevelopment of its original Town Center property to include mixed use retail, residential and entertainment options, anchored by a seven-story residential tower with 285 luxury apartments. Other projects in the planning or development stages include Link Crossing subdivision, redevelopment of property in the Prairie View Metra station facility for mixed use residential and various infill projects.

The Village is currently in the third year of its Infrastructure Modernization Program, including more than \$150 million in capital reinvestment in streets, sewers, water main and storm sewer facilities. The Public Works department is currently assessing a major relocation to a new facility, with future facilities redevelopment planned for Fire, Village Hall and Police facilities.

Buffalo Grove boasts a strong focus on education with a highly educated population and some of the best public schools in the Midwest. Depending upon where Buffalo Grove residents live, they are served by one of three high schools: Adlai E. Stevenson High School, Buffalo Grove High School or Wheeling High School, with four elementary feeder districts providing pre-K through 8th grade education. The community is served by Harper College and the College of Lake County, both community colleges, with proximity to Northwestern University and Chicago-area colleges.

The Buffalo Grove Park District maintains approximately 400 acres of park land on 51 different park sites that include playgrounds, athletic fields, fitness center, golf dome, lakes, tennis courts, bike paths and picnic areas. There are also two public golf courses that are owned and operated by the Village of Buffalo Grove. Additionally, there are indoor and outdoor swimming facilities and numerous recreational programs. The Village enjoys a cooperative relationship with all units of government and affiliated agencies.

Buffalo Grove is consistently ranked as one of the best communities in which to live and raise a family in the Midwest and in the country. The community has also received some of the highest ranks as one of the safest cities in Chicago, the state of Illinois and the United States.

Additional information about the Village of Buffalo Grove can be found on the Village's website: [www.vbg.org](http://www.vbg.org).







## DEMOGRAPHICS

Population **43,212**  
(2020 Census)

County (land area distribution)

Lake **78.3%**

Cook **21.7%**

Land Area **9.3** square miles

**16,404** Households

**41.7** Median Age

**\$115,951** Median Disposable  
Income

**\$386,413** Average Home  
Value

## BUFFALO GROVE VILLAGE GOVERNMENT BACKGROUND

The Village of Buffalo Grove operates under the council-manager form of government and is a home rule municipality by referendum. The Village President and six members of the Board of Trustees are elected at large for staggered four-year terms and has enjoyed stable and strategic leadership for more than a decade. The Village President and Board of Trustees serve as the policymaking body for the Village of Buffalo Grove. The Village President recommends the appointment of the Village Manager with the consent of the Village Board. The Village Manager is responsible for the day-to-day administration of Village operations and services. Buffalo Grove has had three Village Managers in the last 35 years, a strong indicator of the stability and professionalism of the Village government. The current Village Manager was appointed in 2010. The Village Manager is responsible for the oversight of 217 full-time employees and an annual budget of \$106 million, of which \$48.9 million is the general fund budget. The Village has a reserve fund balance of \$30 million. The Village of Buffalo Grove is a full-service municipality. Department Heads appointed by the Village Manager include the Police Chief, Fire Chief, Public Works Director, Finance Director, Human Resources Director, Director of Community Development, Administrative Services Director, Communications Director, as well as two Deputy Village Managers. The current Village Manager is a strategic and participatory leader, relying on the community, elected officials and executive team to provide the best governance for the community.

The Village's Fire personnel are represented by International Association of Fire Fighters (IAFF) and the Police Officers are represented by Metropolitan Alliance of Police (MAP). All other employees are non-union.





## BUFFALO GROVE POLICE DEPARTMENT

The Buffalo Grove Police Department has 62 sworn officers, 13 civilian employees, and a \$11.1 million budget. The Department is CALEA accredited with award winning policing and community relations programs. The Village is known for its low crime rate and friendly, approachable police department. The Police Chief is appointed by and reports to a professional Village Manager and serves on the Manager's executive leadership team. The current Chief is retiring after 9 years with the department. There are two Deputy Chiefs within the Department. Recently, the Deputy Chief of Operations retired. The next Chief will have the opportunity to help select a new Deputy Chief.

The department enjoys an excellent reputation with the residents and business community, working closely with volunteers and other Village departments on events such as Buffalo Grove Days and other community activities. The department's telecommunications are handled by Northwest Central Dispatch, a state-of-the-art joint dispatching operation that serves 16 communities in the northwest suburbs. The Chief participates in the decision-making structure for Northwest Central Dispatch as well as in several regional task forces. The Village is also a member of the Joint Emergency Management System, comprising 12 communities focused on regional emergency management services. The Police and Fire Departments offer and receive mutual aid services with neighboring communities, including the Lake County Major Crimes Task Force and the Lake County Major Crash Assistance Team. Law enforcement personnel are provided many special assignment and detail opportunities with various agencies throughout the region. Buffalo Grove is divided between two counties, Lake and Cook, requiring the department to work with two judicial systems and two different states attorney operations.

Like many Illinois municipalities, the application process for entry level fire and police personnel is conducted by a five-member Fire and Police Commission, comprised of residents appointed by the Village Board of Trustees. The commission and the Police Chief have had a respectful, friendly, and productive relationship.

### SPECIAL ASSIGNMENTS AVAILABLE WITHIN DEPARTMENT

- K-9 Unit
- Police Bike Patrol
- Traffic Investigations Unit
- Directed Patrol Unit
- School Resource Officers (3)
- Federal Task Force Assignments (3)
- Police Social Worker
- Community Relations Unit

### AWARDS/COMMENDATIONS

- CALEA Accredited since 1987
- #1 Safest City in U.S. under 100,000 population - MoneyGeek - 2022
- #2 Safest City - Niche.com - 2019
- #2 Safest City in Illinois - 2014 - Movoto
- Four "Rising Shields" recipients - ILACP
- "One Mind Campaign" certified by IACP
- Over 15 years of award winning traffic safety programs from IACP



## CHALLENGES AND OPPORTUNITIES

- **Succession Planning and Leadership Development** - The next Police Chief will lead a well-trained staff to connect theory to practice, growing the leadership capacity and understanding a village wide focus beyond the Police department. The Department faces many retirements over the next five years. The Police Chief will be responsible to cultivate a strong leadership culture, preparing the next generation of law enforcement professionals to serve the community.
- **Technology Advancement** - The Police Department will be implementing body cameras and updating dash camera hardware and software for all patrol personnel. Additionally, coordination of IT infrastructure improvements in both network and storage to support the additional video files will be needed. The new Chief should have capital planning experience in order to successfully plan and budget for equipment.
- **Growth in Community** - With 21st century policing initiatives firmly in place, including a community relations unit within the department, the Police Chief will expand outreach to meet the changing demographics of Buffalo Grove and pursue new avenues for community engagement.

## MANAGEMENT STYLE/PERSONAL TRAITS

The new Police Chief must possess the following traits for their success:

- Be a strong team member with other senior staff, ensuring the mission of the Police Department complements that of all Village Departments and the unified mission is communicated to the residents.
- Be a leader who maintains a significant presence in the department and be engaged with all departmental units as well as the other Village Departments.
- Be a leader by participating in local and county-wide law enforcement groups to enhance the visibility of the Police Department enhancing the Village's position.
- Have strong leadership abilities, motivating and interacting with police personnel, co-workers, Village Officials, and all segments of the community and citizenry in an effective, positive manner.
- Be 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.
- Be a leader who takes a flexible, agile approach to problem-solving, searching out all alternatives, and being receptive to suggestions or others before making a decision or recommending a course of action.
- Possess well-developed leadership skills that demonstrate the ability to make difficult, timely and sometimes unpopular decisions as well as the ability to listen to, support, and implement subordinate employees' suggestions and ideas when appropriate.
- Be a visionary leader and have the ability to think strategically for the Village and the department.
- Be a leader that breaks down silos through effective communication and cohesive planning with all Village departments.
- Have complete personal and professional integrity and honesty and have a high sense of professional ethics.
- Lead and motivate by example, encouraging high standards of performance and productivity from all Department personnel.
- Be even-handed, fair, impartial, 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 Police Department employees, including command staff, rank and file officers, and civilian employees as well as Village officials and citizenry.
- Believe in and practice team management, committed to employee (both sworn and civilian) input and involvement in decision making; have an "open door policy;" be accessible and approachable to all residents.
- Have the ability to work under stressful conditions, providing strong and effective leadership in such situations and serving as the trusted face of the Village during press conferences, community outreach, and other media inquiries.
- Be personally committed to and provide opportunities for comprehensive and continual training and development for all police personnel, giving personal attention to counseling and career development, 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 Village 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.
- 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 the community as a visible Village Official as well as citizen, personally taking part in civic and community activities and events.
- Demonstrate a sense of humor when appropriate.



## CANDIDATE QUALIFICATION CRITERIA

The Police Chief position is a highly visible position in the Village of Buffalo Grove 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. He or She 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.

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 Village-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 community agencies.

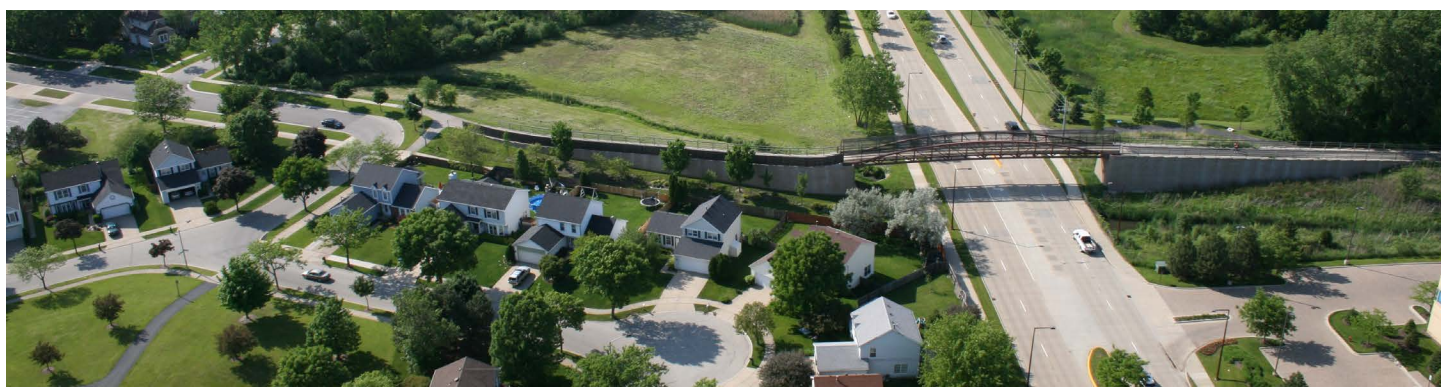
Have experience resolving citizen inquiries, suggestions, and complaints in a participative community and be willing to be accessible and personally respond to unscreened calls to "the Chief."

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



## HOW TO APPLY

Residency is not required. Starting salary range: \$123,362 - \$200,000 DOQ. The Village is a member of the Intergovernmental Personnel Benefit Cooperative (IPBC) and offers an excellent benefit package which includes both Blue Cross PPO and HMO Health plans with a 15% employee/dependent contribution. Vision and Dental Plans are also provided without employee/dependent contribution. Interested candidates should apply online at [www.GovHRjobs.com](http://www.GovHRjobs.com) by July 31, 2022 with resume, cover letter, and contact information for five professional references to the attention of Riccardo Ginex, GovHR USA, 630 Dundee Road, #225, Northbrook, IL 60062. Please direct all inquiries about the position and/or the process to [rginex@govhrusa.com](mailto:rginex@govhrusa.com) or TEL: 847/380-3240 x120. Buffalo Grove is an Equal Opportunity Employer.



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