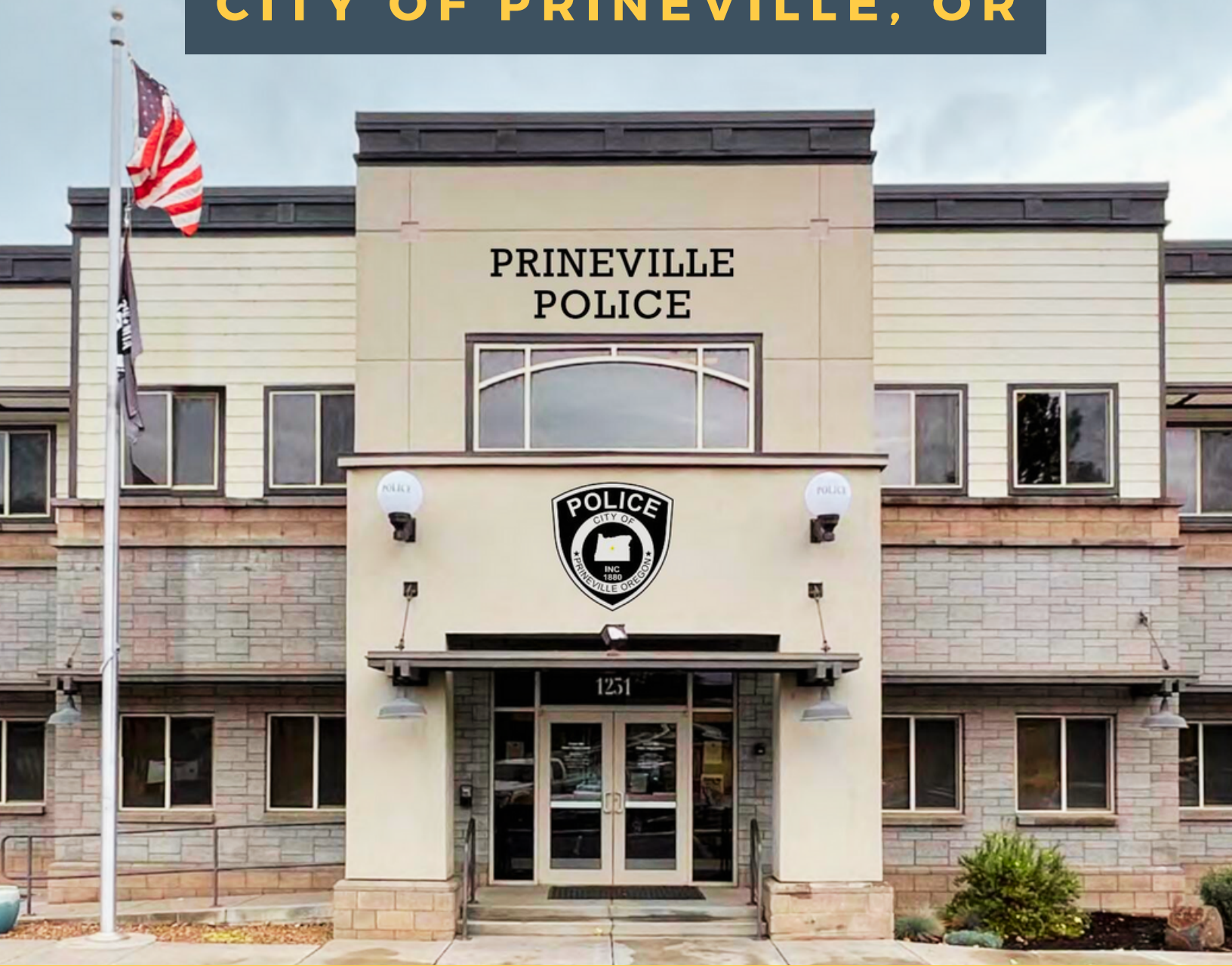


# POLICE CHIEF

## CITY OF PRINEVILLE, OR



### Why Apply?

This is a unique opportunity to lead a state accredited police department in the growing City of Prineville in Central Oregon. The City is a well-managed organization with an excellent team of department directors with both public and private sector experience. City staff are known for being down-to-earth, intelligent, forward-thinking, and highly invested in the community. The City also enjoys a reputation for having an excellent working relationship between Council and staff. The community supports a conservative focus and lifestyle and is very supportive of law enforcement. Prineville also experiences over 300 days of sunshine per year with four distinctive seasons and outdoor activities for each. If you are looking for a friendly and supportive community with a great quality of life, a stable Council-Manager form of government, and a City with a very healthy financial outlook, this may be the right opportunity.

# Welcome to PRINEVILLE



Located east of the Cascade mountains in Oregon's high desert 20 miles northeast of Bend, the City of Prineville is a resurgent rural community of 11,513 and the county seat of Crook County. Established in 1868, Prineville is the oldest community in Central Oregon and one of Oregon's first incorporated cities.

Prineville takes pride in preserving its friendly, small-town character and Western lifestyle while embracing smart growth in a business-friendly environment. The city's historic downtown offers an array of eclectic shops and eateries, quaint boutiques, coffeeshops and breweries. The city's charming 3rd Street through downtown—also known as State Highway 26—has been recognized by Oregon State Parks and Recreation as a scenic bikeway.

A unique feature of this extraordinary town is Prineville's operation of the oldest continuously operated municipal short-line railroad in the U.S., as well as a public golf course and airport. The city is home to all types of employment such as construction, manufacturing, retail, government, health, agriculture, and a growing technology sector which includes tech giants Meta and Apple.

Prineville borrows from its strong agricultural heritage to lend flair to community events such as the Prineville Western Days Festival along with horse races and rodeos throughout the year. The annual Crooked River Roundup is a beloved Oregon tradition since the 1940s and is kicked off with a traditional cattle drive down Main Street followed by a free community chili feed sponsored by the Prineville police and fire departments at the Stampede Street Party. This popular multi-day festival also features a community parade, horse racing, and PRCA-sanctioned rodeo that brings over 450 professional rodeo contestants from across the U.S.

Nestled in an ancient volcanic basin over 3 million years old and surrounded by rim rock plateaus, Prineville offers scenic beauty and easy access to numerous recreational assets such as the Crooked River, Ochoco National Forest, Ochoco Reservoir, and Prineville Reservoir which make the city a popular destination for fishing, hunting, boating, watersports, camping, and rockhounding.

The City recently added to these recreational opportunities by purchasing 461 acres now known as the Barnes Butte Recreation Area with 360-degree rimrock and mountain views and a paved 5k trail which attracts marathoners and state-wide bicycle groups. Completion of the national award-winning Crooked River Wetland Complex added to Prineville's extensive network of paths with five more miles of trails.



## THE CITY OF PRINEVILLE

Incorporated in 1880, the City of Prineville operates under a council-manager form of government. The City Council is composed of a mayor and six councilors elected from the city at-large. Three councilors are elected at each biennial election and serve a term of four years. At each biennial general election, a mayor is elected for a term of two years. The City operates with a 2024-2025 biennial budget of \$120.7 million and a team of 82.97 FTEs. Departments include Airport, City Administration, Community Development, Crook County 911, Finance, Meadow Lakes (golf course), Police, Public Works, and Railway.

## THE POLICE DEPARTMENT

The mission of the Prineville Police Department is to protect and serve all citizens, while holding steadfast to its core values of integrity, courage, respect, compassion, and service. Citizen safety is foundational to the Prineville community. The Department trains, embraces, and practices procedural Justice and has earned and maintained accreditation status through the Oregon Accreditation Alliance since 2016.

The Department operates with a biennial 2024-2025 budget of \$15,397,550 and 25 budgeted FTEs across a service area of 12.83 square miles. Staffing includes the Police Chief, Captain, Lieutenant, Administrative Services Manager, Evidence Officer, Office Technician, 4 Sergeants, and 15 Police Officers. Specialty positions include a community service officer, crisis response team officer, and 3 student resources officers. Calls for services in 2023 were 22,444. The department is committed to professional development through professional training and "outside the box" thinking on the topic of recruitment, retention, technology, and wellness.

Crook County 911 is a division of the Prineville Police Department and also known as the Prineville Dispatch Center. The Center serves as the 911 answering point for all of Crook County and provides emergency communications and 911 services to the Prineville Police Department, Crook County Sheriff's Office, Crook County Fire and Rescue, and other local, state, and federal agencies. Staffing includes a budgeted 13.3 FTEs and the Communications Director reports to the Police Chief. Total calls to the Dispatch Center in 2023 were 55,426, including 6,700 emergency calls.





## THE POLICE CHIEF

Reporting to the City Manager and serving as a member of the City’s Executive Leadership Team, the Police Chief performs a variety of complex administrative, management, and professional work in planning, budgeting, coordinating, and directing the activities of the Police and Emergency Dispatch in support of department operations, goals, and mission. This position requires extensive interaction with the public and bears the expectation that personal conduct and behavior on, and off duty, must be such that it builds confidence in the agency and its members. The Chief provides executive-level management of all subordinate functions of the police department and will ensure that all agency activities are consistent with community and industry standards and expectations and align with the City’s strategic goals.

## THE IDEAL CANDIDATE

- Embraces technology, will exhibit enthusiasm and creativity, and bring fresh ideas.
- Will be interactive, authentic, and demonstrate humility with a people-centered management approach and a true open-door policy.
- Has a broad knowledge of municipal operations and budget management.
- Has strong interpersonal skills, emotional intelligence, and ability to communicate openly, professionally, and effectively—both in-person and in writing throughout all levels of the organization.
- Will have integrity, hold self and subordinates accountable to current policies, procedures, and profession best practices.
- Has a track record of community outreach and encourages the same from all department members.
- Mentors future leaders and encourages continuing education and training by all staff.
- Is a team player and collaborates with peer department heads, City staff, and Department members.
- Will have excellent knowledge of applicable Oregon Administrative Rules and Oregon Revised Statutes.
- Will treat all people with dignity and compassion, and respect different points of view.
- Is goal-driven and able to develop a long-term vision for the Department.

# OPPORTUNITIES & CHALLENGES

**Modernization and Culture of the Department** - The new chief will embrace innovation and bring fresh ideas to improve the delivery of police services in the community. Another priority will be to create opportunities for staff as specialty units are filled while maintaining the excellent culture of teamwork throughout the department.

**Establishing and Maintaining Partnerships with Meta and Apple** - Both companies have a large footprint in the City and continue to expand. Interfacing with security teams from both companies and partnering to provide law enforcement response and services will be required.

**Growth, Recruitment, and Retention of Staff** - The new Chief will work with the City Manager and department directors to plan for anticipated population growth throughout all levels of city government. This includes strategizing to recruit and retain talented employees through salary, benefits, mentoring, and development.



## 2024-2025

### DEPARTMENT INITIATIVES

- Digitalize all non-records management system records and report keeping for ease of use/professionalism: schedule; use of force; pursuits; internal affairs; patrol car wreck/damage; training; community kindness fund; equipment; procedural manual; etc.
- Attain an acceptable level of officer wellness. Move forward with committee group, CORDICO app and other committee member ideas.
- Emphasis on new officer, supervision and administration training.
- Find new ways to improve community relations, with special emphasis on youth, seniors, veterans and those who cannot care for themselves.

# EDUCATION & EXPERIENCE

A bachelor's degree with major coursework in criminal justice, public administration, or a closely related field and ten or more years of progressively responsible law enforcement experience with at least seven years of command experience. Master's degree preferred.

## SPECIAL REQUIREMENTS AND CERTIFICATIONS:

- Must be free of criminal convictions as defined by Oregon Administrative Rule.
- Must possess or be in possession within 90 days of hire: Law Enforcement Data System (LEDS) certification, and Criminal Justice Information Services (CJIS) clearance. These certifications must be maintained during employment.
- Valid driver's license at the time of hire and maintained during employment.
- The individual shall not pose a direct threat to the health or safety of the individual or others in the workplace.
- Must be able to pass a comprehensive background investigation including medical and psychological evaluations.



# COMPENSATION & BENEFITS

The City of Prineville is offering an annual salary range of \$150,000 to \$170,000 for this position, dependent upon experience and qualifications, along with a comprehensive [benefits](#) package.

# RESOURCES



[2024-2025 Biennial City Budget](#)

[Video: "We Are Prineville"](#)

[Prineville - Cook County Chamber](#)

[Visit Central Oregon - Prineville](#)

# TO APPLY

Apply Online: [gmphr.com](https://gmphr.com)

First Review: **May 12, 2024**

More Info: Tim Troxel, GMP Consultants  
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