



City of San Diego

## Executive Director - Commission of Police Practices - I2327 (Unclassified)

<b>SALARY</b>	\$3,461.54 - \$9,576.92 Biweekly \$7,500.00 - \$20,750.00 Monthly \$90,000.00 - \$249,000.00 Annually	<b>LOCATION</b>	City of San Diego, CA
<b>JOB TYPE</b>	Unclassified	<b>JOB NUMBER</b>	I2327
<b>BUSINESS AREA</b>	1216 - Commission on Police Practices	<b>PERSONNEL AREA</b>	1216 - Commission on Police Practices
<b>OPENING DATE</b>	03/01/2024	<b>CLOSING DATE</b>	3/31/2024 11:59 PM Pacific

### JOB INFORMATION

The City of San Diego, California, (City) is seeking a dynamic and experienced leader to serve as its Executive Director for the Commission on Police Practices (Commission). Appointed by the City Council, serving at the will and direction of the Commission on Police Practices, and leading a dedicated staff, the Executive Director will oversee the Commission's mission to hold law enforcement accountable to the community and to increase community trust in law enforcement, resulting in increased safety for both the community and law enforcement.

#### The Commission

The Office of the Commission on Police Practices (OCP) is a City department that provides staff to support the work of the Commission on Police Practices. In November 2020, City voters approved Measure B creating a new independent Commission to replace the Community Review Board on Police Practices. Measure B amended the City Charter by adding Section 41.2 related to the Commission. The City Council also adopted an implementation ordinance set forth in San Diego Municipal Code Sections 26.1101 through 26.1115. [Municipal Code section on Commission on Police Practices \(Download PDF reader\)](#)

The purpose of the Commission is to provide independent investigations of officer-involved shootings and in-custody deaths, as well as other significant incidents, and an unbiased evaluation of all complaints against the San Diego Police Department (SDPD) and its personnel, in a process that will be transparent and accountable to the community. The Commission also will evaluate and review SDPD policies, practices, training, and protocols and represent the community in making recommendations for changes. The City's Municipal Code sets forth the full duties and responsibilities.

#### The Position

- Manages and directs the OCP, (see San Diego Municipal Code Section 22.5601).
- Develops and implements plans, programs, special projects, policies, practices, and systems to achieve Commission and OCP goals.
- Establishes, builds, and maintains effective relationships with a wide variety of communities in San Diego, including but not limited to community-based organizations, law enforcement agencies, city officials, staff, and other stakeholders.

- Develops and retains highly skilled, customer service-oriented staff through selection, training, and day-to-day management practices.
- Directs the development of the OCPP operating budget.
- Provides inclusive and meaningful ways for all people in the city to engage and influence decisions that impact them through the SDPD.
- Represents the Commission before a variety of governing bodies.
- Prepares data, reports, and presentations to educate stakeholders about the work of the Commission.
- Ensures the Commission's effectiveness by providing leadership, administration, and technical support to the Commission including organizing, planning, and coordinating all Commission-related directives, programs, projects, services, and activities.

### Minimum Qualifications

Competitive candidates will have several years of relevant combined education and experience in civilian oversight of law enforcement, criminal justice/investigation, civil and human rights, community engagement, or related fields, and experience in community engagement, particularly in leadership or positions of trust in the community. Competitive candidates must have the ability to operate in an apolitical manner and have 3 or more years of leading and overseeing complex organizations with demonstrated success in administrative, managerial, and supervisory responsibilities and reporting to a board. Proficiency in Microsoft Office applications, including TEAMS, PowerPoint, SharePoint, Outlook, Word, Excel, Zoom, and Google Shared drives is also required. The position could be a hybrid.

### Desirable Qualifications

The ideal candidate(s) will possess the following qualifications:

- Extensive knowledge of best practices and national trends in civilian oversight of law enforcement, transparency, and accountability.
- A thorough understanding of and commitment to the San Diego model of civilian oversight.
- A strong knowledge of the laws and regulations governing a police department in California, police policies, activities, operations, and management.
- A demonstrated commitment to principles of equity, inclusion, diversity, and cultural awareness.
- A demonstrated ability to work in a cooperative, collaborative, non-adversarial environment where win-win is the preferred outcome.
- Experience with engaging and facilitating large diverse groups (including those that are racial, religious, immigrant, LGBTQ+, and gender diverse and unique) and the ability to identify individual needs within these groups.
- Knowledge of community outreach and communications strategies.
- Previous experience in conflict resolution and mediation with well-developed facilitation skills to help resolve differences.
- Knowledge of and ability to apply Ralph M. Brown Act requirements ensuring open government and access.
- Strong quantitative, and analytical abilities, including a thorough understanding of common data analysis tools and programs.
- Strong interpersonal skills.
- Ability to communicate effectively both orally and in writing to different audiences and the ability to listen to a variety of viewpoints openly.
- Experience in establishing and maintaining relations with community stakeholders, governmental agencies, law enforcement, and the public regarding highly sensitive programs and priorities.
- Ability to comprehend technical details and understand how they relate to and impact the 'big picture.'
- Proven track record of maintaining confidentiality.
- Office management responsibilities: ability to delegate, understand individual needs of staff and support of team, open to receiving criticism from staff.

### Benefits

This position is in the City's unclassified service and serves at the will of the Commission. Benefits for employees in the unclassified service are established by the Council's adoption of the annual Salary Ordinance prior to the start of each new fiscal year. The City offers a benefits package that may include:

- [Defined benefit retirement plan](#), including pension reciprocity with other California public agencies, depending on an employee's eligibility status. Note, that City employees do not have Social Security benefits.
- Cafeteria-style health and wellness plans or in-lieu cash waiver.
- 11 paid City holidays per calendar year and one floating holiday per fiscal year.

- Approximately 176 hours of paid annual leave for an employee's first 15 years of service, and approximately 216 hours for 16+ years of service.
- Up to 24 hours of paid discretionary leave per fiscal year.
- Up to 320 hours of paid Parental Leave per childbirth or adoption of a child.
- Up to 40 hours of paid Bereavement Leave per fiscal year.
- Tuition reimbursement up to \$2,000 per fiscal year, and access to LinkedIn Learning professional development opportunities.
- Discounted transit pass (including MTS Trolley, MTS Bus, and all Rapid and Rapid Express bus services).
- Access to premier City golf courses at discounted rates.
- City-paid life insurance.

For additional details, please review the [Benefits Summary for Unclassified Employees \(Download PDF reader\)\(Download PDF reader\)](#) or contact the Benefits Division of the Risk Management Department at (619) 236-5924.

## The City

With more than 1.4 million residents, the City of San Diego is the eighth largest city in the United States and the second largest in California. The City's strong economy, diverse population, great educational institutions, unsurpassed quality of life, and world-renowned location make it the ideal place to work, live, and play. With its great weather, miles of sandy beaches, and major attractions, San Diego has something to offer for everyone.

The City's Mission, as found in our Strategic Plan, is "To Effectively Serve and Support Our Communities." Our core values are Integrity, Service, People, and Excellence. The City's Vision is "A World Class City for All." Additional information about the City of San Diego can be found on the [City's website](#).

## Pre-Employment Requirements

Employment offers are conditional, pending the results of all screening processes applicable to the position. All the processes required by the City must be successfully completed before employment begins. Please refer to the [City's pre-employment requirements and screening process webpage](#) for additional information. Nothing in this job posting constitutes or should be construed as part of an express or implied contract for employment with the City of San Diego.

## Application Instructions

Kindly adhere to the instructions provided in the "Selection/Application Process" section below, we regret to inform you that online applications will not be considered.

## Selection/Application Process

To be considered for this position, you must submit the following items to the Human Resources Department at:

[HumanResources@sanidiego.gov](mailto:HumanResources@sanidiego.gov)

- 1) Resume;
- 2) Letter of Interest, highlighting your relevant work experience and qualifications for this position; and,
- 3) List of three professional references.

### NOTE(S):

1. **Attachments must be submitted in either PDF or Word Document format.**
2. **Reference Recruitment Number I2327 in the Subject Line.**
3. **Candidates are encouraged to apply promptly as interviews and selection may begin upon receipt of resumes from qualified individuals.**

Following the closing date, resumes will be screened according to the qualifications outlined above and the most qualified candidates will be invited to interview. If you have any questions, please email the City's Human Resources Department at [HumanResources@sanidiego.gov](mailto:HumanResources@sanidiego.gov).

The City of San Diego has an active Equal Opportunity/ADA Program for employment and vigorously supports diversity in the workplace.

3/5/24, 8:14 AM

City of San Diego

**Phone**

(619) 236-6400

(619) 236-6358

**Job Bulletin**

1200 3rd Ave., Suite 300, MS 51P

San Diego, California, 92101

**Website**

<http://www.sandiego.gov/empopp/>