



Position Vacancy

JOB NUMBER: NCP65015302

TITLE: Chief of Police **GRADE:** 38

LOCATION: Wilmington **HIRING RANGE:** \$68,407 – \$85,030

SUMMARY OF DUTIES:

The position of Chief of Police represents North Carolina Ports and its interests within local, state, and federal law enforcement communities and other maritime security organizations. The Chief is responsible for the leadership of law enforcement and security, which includes advanced law enforcement techniques and managerial work involving the prevention, detection and investigation of criminal acts, the apprehension and arrest of law violators and the safeguarding of lives and property.

DESCRIPTION OF WORK:

- Perform responsible management, technical and administrative work in commanding, developing, and directing the Police and Security department at all assigned NC Port locations
- Manage all functions and operations of the Police Department in the enforcement of laws and ordinances including the prevention of crime and protection of life and property
- Direct the departments strategic plan, goals, objectives, strategies, and performance measurements
- Plan, direct, manage and coordinate the activities of sworn and civilian personnel in protecting life and property and enforcing state laws and NC Ports regulations
- Review operations, make assignments and apply effective law enforcement practices and procedures
- Assure proper police and safety standards are maintained; assures the work of the department is carried out properly and effectively
- Compile annual budget proposals, monitor, and reconcile budgeted expenditures
- Develop, implement, and enforce Security Policies, Procedures, Rules and Regulations, and North Carolina Laws
- Perform duties as Company Security Officer as outlined in the Facility Security Plan
- As directed and authorized, serve as liaison with civic groups, educational institutions, other NC Port departments, law enforcement agencies, military and public to resolve issues related to any NC Port functions or law enforcement activities
- Advise the Director of Safety and Security regarding the activities and needs of the department
- Oversee the TWIC program as mandated by the U.S. Department of Homeland Security
- Monitor, review, and inspect the activities of the department to assure maximum utilization of resources and conformance with established regulations, policies, and procedures



- Prepare and review operational and administrative reports
- Assign, counsel, discipline and evaluate performance of the police/security personnel
- Interact with the Director of Safety and Security to expand, revise and upgrade the NC Ports Police and Security Program
- Manage all police reports and provide guidance as needed
- Direct the police and security training program
- Required to be on call 24 hours per day. Manage all functions and operations of the Police Department in the enforcement of laws and ordinances including the prevention of crime and protection of life and property
- All other duties as assigned by management

PREFERRED KNOWLEDGE, SKILLS, AND ABILITIES:

- Position requires a Bachelor's Degree in Criminal Justice, Business, Public Administration, or closely related field plus eight years progressive responsibility in law enforcement including four years command level (including management and administration) experience
- Ability to use initiative, have independent judgement within general policy guidelines, work in team environment and have excellent analytical, verbal, and written skill
- Demonstrated success in the ability to effectively prioritize initiatives, goals, and performance measurements consistent with the NC Ports strategic plan
- Ability to deal courteously and authoritatively with the public
- Maintain moral integrity
- Extensive knowledge of state, federal and local laws including effective law enforcement practices, methods, procedures, and standards
- Proficient in the use of business software, such as: MS Word, Excel, and presentation applications
- Current North Carolina Criminal Justice Education and Training Standards Commission Advanced Certification
- Must have a valid North Carolina driver's license and meet TWIC security requirements

HOW TO APPLY:

Please apply by submitting a resume and state application (PD-107) to jobs@ncports.com or via fax to (910) 746-6434. All applications must reference the above job number to be considered for this position.

FINAL DATE TO APPLY:

Open until filled