



Position Profile
Town of Warrenton
Police Chief

The Town of Warrenton is seeking an innovative, experienced, proactive leader who will foster collaborative relationships within the Police Department and Town at large. The Chief is tasked with maintaining a safe and vibrant community through partnerships, planning and prevention. The Chief will enhance existing community policing and is expected to be on the leading edge of public safety innovation.

The Chief of Police leads at several levels: as a member of the Town Management Team, as the leader and public face of the Warrenton Police Department, and as an individual who is actively involved in building a better and safer Town. The position was recently vacated by retirement of a Chief who proficiently served the Town for eleven years, including the last six as Chief, and implemented numerous innovative practices, technology and community outreach programs.

The Town is seeking expertise in all facets of law enforcement and crime prevention. The selected candidate will have excellent leadership and administrative skills, outstanding communication and presentation skills, and the ability to solve problems. The candidate will possess a personal and professional background that can withstand extensive scrutiny. Candidates must demonstrate a track record of professionalism and integrity, striving for the highest ideals of public service and personal conduct. The Police Chief is expected to build and maintain relationships with Town elected and appointed officials, officers of the Commonwealth, Fauquier County and local law enforcement agencies in other jurisdictions in the Northern Piedmont region.

The selected candidate will be fair and equitable, able and willing to listen to the staff and the community, and be comfortable working with a diverse population. The Chief must be willing to hold him/herself and others accountable for an exemplary record of customer service and interaction with the community. The ideal candidate will be accessible, diplomatic and direct, establishing themselves as a credible community leader and community resource. Experience in a state/nationally accredited organization is preferred. Candidates are expected to be flexible, responsive to the needs of the entire Warrenton community while managing a wide range of tactical and strategic issues simultaneously.

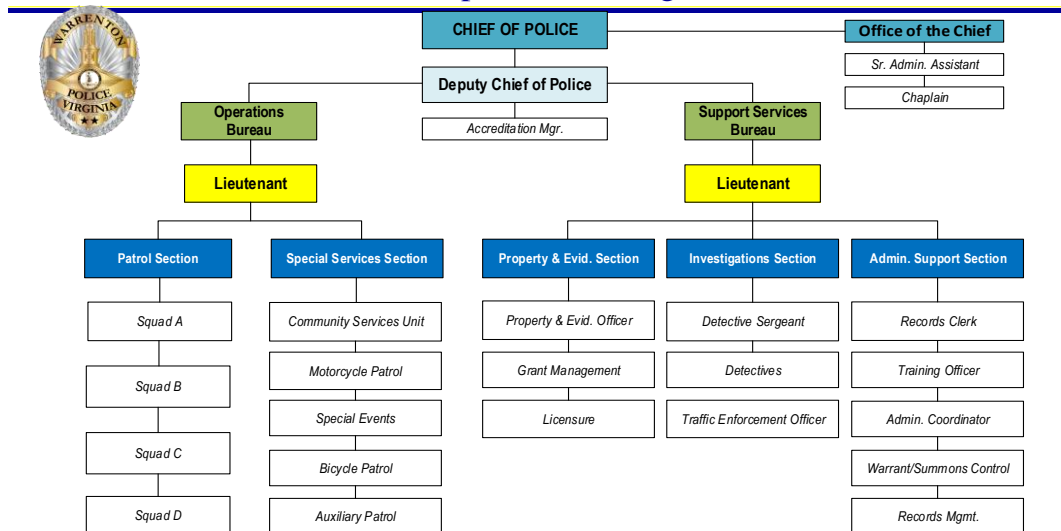
Department Profile

The Warrenton Police Department has twenty-seven full-time sworn positions authorized, two full-time civilian positions, one part-time Training Officer, one part-time Administrative Coordinator, one part-time Traffic Enforcement Officer, and one part-time Accreditation Manager. In addition, the Department is approved for four Auxiliary Police Officers, and one volunteer Police Chaplain.



The Department has responsibility within the Town's boundaries for enforcing laws of the Commonwealth, parking enforcement, traffic control, community policing, criminal investigations, crime prevention, and other police-related activities. The Department strives to keep pace with current crime trends, crime statistics, demands for service, increased population and community service needs. Two squads work permanent 7 am to 7 pm, and two squads work 7 pm to 7 am. The following chart reflects Departmental organization and staffing:

Warrenton Police Department – Organizational Chart



Calendar Year 2017 Statistics

Population.....	9,897
Total Calls for Service.....	24,839
Total Incident-based Reports Completed	1,890
Total Incidents of Crimes Reported.....	592
Incidents of Reported Crime per 1,000 population*.....	60

**Source: Crime in Virginia, Virginia State Police (2016)*

Accreditation

The Department has been fully accredited by the Virginia Law Enforcement Professional Standards Commission (VLEPSC) since October 2007. In 2015, the Department was visited by a team of inspectors for re-assessment, which is required every four years. The re-assessment concluded with no violations identified, resulting in a perfect score. The Department was re-accredited by the VLEPSC in October 2015. During 2017, the Department submitted the Annual Verification of Compliance certifying its continued compliance and adherence to accreditation standards.

Department Mission Statement

The mission of the Warrenton Police Department is to work in partnership with the residents and businesses of the community to provide a safe and secure environment. With community service as our foundation, we are driven to enhance the quality of life, investigating problems as well as incidents, seeking solutions and fostering a sense of security in the community. We nurture public trust by holding ourselves to the highest standards of performance and ethics.



Department Goals & Objectives

- To provide for the safety of the citizens in the Town of Warrenton
- To enforce the law in a fair and impartial manner
- To facilitate the flow of vehicular and pedestrian traffic in a safe and expeditious manner
- To build on community partnerships
- To advocate for those unable to do for themselves
- To engage the youth in our community
- To work on mutual initiatives with our Community Church Coalition
- To challenge our community to address drug issues
- To continue to handle calls for service in a timely, courteous, and professional manner, as well as provide personal service on all calls

Department Budget

The Department's FY19 operating budget will be \$3.4 million. Planned capital expenditures total \$678,651, including a replacement of all mobile and portable radios to be compatible with the new P25 Radio System, replacement of six (6) patrol vehicles, and a new vehicle for the Parking Enforcement Officer.

Community Profile

Located on the southern edge of the growing Northern Virginia region, the Town of Warrenton is Fauquier County's largest incorporated community and the county seat. Incorporated in 1810, Warrenton is named after Revolutionary War hero General Joseph Warren. Rich in history from a variety of periods, Warrenton exudes traditional southern charm, from its well preserved historical buildings to the brick sidewalks in its vibrant historic downtown area to the nationally acclaimed Warrenton Horse Show which has been held annually in the community for over a hundred years. Warrenton's efforts to preserve its past and blend new development with its history has resulted in the Town being recognized with a variety of prestigious awards such as the Preserve America Community Award and as one of the "Prettiest Painted Places in America". As a result of a caring and engaged citizenry, Warrenton offers residents and visitors a community with a personal small town feel while providing the convenience of a growing retail, office, and commercial presence.

The Town is situated 40 miles southwest of Washington, D.C. and 90 miles northwest of Richmond, Virginia's state capital, and serves as a transportation crossroads and a well-developed road network provides relatively easy access to the Washington metropolitan area, both Dulles and Reagan Airports, and a wide range of employment opportunities. With a growing population of 9,897 residents, the community has become a destination for many residents who enjoy a slower pace of life and a lower cost of living.

Educational opportunities available to Warrenton's citizens are far-ranging and a variety of educational institutions are located within the community or nearby. The Town's elementary, middle, or high school students may attend one of three elementary, two middle, or one high school which are part of Fauquier County Public Schools, a fully accredited and well respected system which provides a broad range of educational programs. Students may also attend one of seven private schools in the area. Higher educational opportunities are also well developed and Warrenton offers convenient access to three community colleges and two major universities, George Mason University and the University of Mary Washington, both of which are considered prominent academic institutions.

In response to the growing need for recreational opportunities for residents the Town has developed an independent recreation department with a variety of programs, parks and trails which are well-maintained and are growing in size and number. The Warrenton Aquatic and Recreation Facility (WARF) opened in 2007, provides over 59,000 square feet of competition and leisure aquatic area, and a 3,200 square foot fitness center. Surrounding the recreation facility are seven (7) playing fields and a large park built to accommodate children with disabilities.



Other leisure activities include the Town's Farmers Market, open each year from April to November, and a variety of historical venues from the Fauquier Veterans Memorial to the Old Jail Museum. Winery locations are increasing in the region and Fauquier County offers wine tour packages where groups can rent a limousine for the day and visit the various local vineyards. The Virginia Gold Cup races and Warrenton Horse Show Grounds annually draw thousands of spectators and equestrian participants. Other attractions including Civil War trails, the George Washington

National Forest, and the Rappahannock River bring thousands of visitors annually. Also nearby Warrenton are a number of golf courses, the Appalachian Trail, the Fauquier Community Theatre and a wide variety of other recreational opportunities. Old Town Warrenton is host to many festivals, parades and special events throughout the year.

As a regional center, medical care options in Warrenton are extensive and include Fauquier Health hospital, a 24-hour facility offering inpatient and outpatient care and emergency services which is now part of the LifePoint hospital system. The 97-bed hospital offers personalized care that is all-encompassing, from the design of the physical environment to the welcoming of family members as part of the health care solution. In addition, Warrenton offers three retirement/nursing facilities and one rehabilitative center and a number of physicians who focus on specialized care.

Town of Warrenton Government and Structure

The Town of Warrenton is governed under the Council-Manager structure, consisting of a seven-member Town Council and an independently elected Mayor, all of whom are elected by the citizens of Warrenton on a staggered term basis. Of the seven member council, five council members are elected to represent each of the five wards in Warrenton, and the remaining two council members are elected at-large. The Town Council possesses all lawmaking powers, with the Mayor presiding over the Council. Under the Town Charter and the laws of the Commonwealth, the Council is charged with adopting ordinances, policies, and the Town's annual budget. Additionally, the Town Council is responsible for appointing a Town Manager and Town Attorney.

The Town Manager is the Chief Administrative Officer for the Town and serves at the pleasure of the Council. The Town Manager has the responsibility for overseeing all Town departments and employees who provide a full range of services. The Police Chief serves at the will of the Town Manager. The Town operates with a Fiscal Year 2018 budget of \$28 million for all governmental and enterprise functions, including capital projects.

Police Chief Position Requirements

Education and Experience

The minimum requirements for the position include: ten years' law enforcement experience in a state, local or county police environment, with no less than seven years of progressively responsible supervisory service. The Chief shall have a four-year degree in Criminal Justice or a related field from an accredited college or university, with a Master's Degree preferred. (Under certain conditions, the educational requirements can be waived based on a combination of education and experience). Virginia Law Enforcement Certificate required. Preference may be given to candidates who have completed nationally recognized advanced leadership training, such as the FBI National Academy or similar program.

The Ideal Candidate

The ideal candidate for Warrenton's next Police Chief will have a broad and varied professional background which demonstrates success in working with diverse communities while leading a professional law enforcement agency engaged in proactive community policing. Qualifications include:

- Experience in financial management, budgeting, innovative practices in police operations, and information technology in a police-related environment
- Proven ability to assess, develop and implement innovative technological solutions, policies, and procedures, and organizational systems that result in excellent police practices
- Demonstrated ability to forge effective professional intergovernmental relationships with other public safety officials including the Commonwealth, Fauquier County, and other jurisdictions in the Northern Piedmont region
- Experience in cultivating positive community relations by interacting with civic and community groups; is approachable by the staff and public
- Strong leadership and supervisory skills
- Experience with implementing state of the art enforcement practices, staff development, training, and community policing



The ideal candidate will have a strong commitment and interest in:

- Fair, consistent and equitable treatment of all residents and visitors
- Absolute and unwavering integrity and honesty, both on and off the job. An understanding and appreciation for the political process without personal involvement in politics; respect for others

- Modern principles, practices and techniques of police administration, organization and operation
- A vision that positions the Department for today and for the future
- Recruiting and retaining new, diverse officers and keeps officers motivated and challenged
- Fitting into a cohesive police department team. Is an advocate for and supports the officers, staff and their families; supports training and delegation. Coaches and mentors new officers and supports career development

Compensation and Benefits

The hiring range for the position will be between \$95,000 and \$120,000, depending on qualifications and experience. Benefits include but are not limited to participation in the Virginia Retirement System-VaLORS, vacation and sick leave, group life insurance, medical and dental insurance, professional dues and training expenses.

Application & Selection Process

The application deadline is June 29, 2018. To be considered, please submit a cover letter, résumé, and completed Town Employment Application (http://www.warrentonva.gov/document_center/HR/employmentapp.pdf) to: Brannon Godfrey, Town Manager, Town of Warrenton, 18 Court Street, Warrenton, VA 20186.

The Town Manager will select finalists who most closely meet the established criteria. Finalists will be evaluated confidentially in a day-long assessment center by panels of community members, police chiefs and chief administrative officers in Warrenton in July, 2018. For more information, please contact Brannon Godfrey, Town Manager at bgodfrey@warrentonva.gov.

