

CHESTER, VT PD LIEUTENANT RECRUITMENT

OPENING STATEMENT

A search is underway for a Lieutenant for the Town of Chester, VT., Police Department. This is an opportunity for a community policing oriented public safety official to assist in moving the Chester Police Department (CPD) to a 21st Century model of public safety. The search is being directed by Town Manager Julie Hance with the assistance of the current Chief of Police, Thomas Williams. The goal is to attract the right candidate to continue moving the CPD forward. The next Lieutenant will have the opportunity to assist in advancing the tenets of 21st Century policing that will strengthen the CPD and play a key role in building collaborative coalitions to address underlying issues affecting the community.

Chester is seeking an individual who has strong leadership and communication skills. The most qualified candidate will not only demonstrate strong leadership but be prepared to build collaborative coalitions and relationships that will put forth a clear strategy on how to address the public safety needs of Chester. The top candidate to become the next Lieutenant must show an understanding of current justice systems issues and how to address them in a professional and positive manner. Foremost, the new Lieutenant must be able to continue to build upon trust in the community, in the justice community, and with the staff of CPD. This is a working Lieutenant position and is expected to cover shifts and respond to calls for service.

GOVERNING STRUCTURE

Chester has a strong Town Manager form of government. The Town Manager answers to a publicly elected five member Select Board. The Chief of Police is appointed by and answers directly to the Town Manager. The Lieutenant will report directly to the Chief and is considered second in command in the absence of the Chief. There is currently a police citizen advisory committee. The Citizens Advisory Committee is established under the direction of the Selectboard. The Committee is created to act as a resource for the Town of Chester and the Chester Police Department to assist in the formation of strategies, development of community policing concepts, increasing public awareness, further engagement and transparency efforts, and help to identify best practices. The Committee is intended to provide a forum for discussions concerning community issues and the goal is to have a broad spectrum of viewpoints represented.

THE COMMUNITY

Chester is a quaint New England town. The town is located in the southwestern corner of Windsor County. The reported population is approximately 3,005. The average age is 54 years old and the population is approximately 97% Caucasian. There is a defined senior citizen population in the community. There are reported to be 1793 housing units in the town. The median income in 2020

was \$58,462. The workforce is made up of a combination of self- employed, private industry, government positions and tourist/service trade. There are 135 employers in Chester.

The land mass of the Town covers approximately 55 square miles and has nearly 97 miles of secondary/unpaved roadways. Chester is served by Vermont Routes: 103, 11, 10 and 35. The routes are key points of traveling for tourists and visitors to Vermont, especially at the height of foliage, ski season and summer travel. Although Interstate 91 does not pass through the town, it serves as feeder to the other state highways that cross Chester.

The town is in close proximity to several ski areas including Okemo, Stratton, and Killington. The area offers other recreational opportunities to include boating, fishing, swimming, golf, hiking and snowmobiling. There are cultural opportunities to include the Hearse House Museum, art galleries, antique shops, visual arts, and historical buildings. Chester offers a community of great restaurants, comfortable B & Bs, and interesting shops. The green in the center of Chester is home to festivals and gatherings. Chester is a short drive to the so called Upper- Valley of Vermont and New Hampshire that offers access to world class health care at Dartmouth-Hitchcock Medical Center and Dartmouth College. Springfield's Black River Innovation Center, a center focused on becoming the "Silicon Valley of the Upper Valley", is a short drive away. The town hosts a grade school and a high school that maintain excellent working relationships with the CPD.

The crime rate in Chester is low but faces some of the same challenges as other community with issues around social disorder driven by underlying social challenges. The next Lieutenant will play a significant role in maintaining the quality of life in Chester.

THE POLICE DEPARTMENT

The CPD is comprised of five fulltime police officers and four parttime officers. There are possible opportunities for growth in staffing. The CPD is dispatched through the Vermont State Police at the Westminster Barracks. The assigned work shifts do not span a twenty-four period, although an officer is always on call. The CPD is supported by a full-time Administrative Assistant.

THE IDEAL CANDIDATE

The next Lieutenant of the CPD will need to have a proven track record as a visionary leader, transparent and a history of trust building through collaborative coalition building. The candidate will need to understand the concept of procedural justice for the community and members of the CPD. The Lieutenant will need to be a forward-thinking individual that understands the importance of creating a culture of safety. The candidate must demonstrate an understanding of 21st Century Policing and be able to apply best practices that are appropriate in today's policing profession. The Lieutenant must be able to demonstrate an understanding of how the CPD can engage the community in the co-production of public safety in Chester.

In a recent survey of the community the top five traits identified for the executive police positions are: integrity, accountability, justice (procedural), transparency and empathy.

The identified candidate will be tasked to continue with current community policing practices and identify and develop strategies to enhance CPD's current community policing model. This strategy will continue to be part of collaboration with the community and the members of CPD.

QUALIFYING CRITERIA

EXPERIENCE

The new Lieutenant will have a minimum of ten years' experience to include a direct supervisory role. The ideal candidate should be able to demonstrate an ability to manage a department the size and scope of Chester. Ideally, the best candidate should have leadership training. Experience should include developing strategies to build community coalitions that raise the safety of communities and address pressing issues in the community. In addition, candidates must have experience working in a similar governing structure.

The selected candidate must be certified or able to be certified as a police officer in Vermont. The candidate must be willing to submit to an extensive background investigation to include a polygraph (if not Vermont certified).

EDUCATION

Possession of a minimum of an Associate Degree is preferred. Executive level training in executive leadership development is desired.

COMPENSATION AND BENEFITS

This is a position that serves at the will of the Town Manager. The ideal candidate will be offered a negotiated contract that will include compensation and benefits. The salary range is \$73,000-\$78,000.

The compensation package includes:

- Health Insurance package (95% coverage) with all premiums, copays and deductibles provided. An opt-out option is available at 40% of the full premium.
- Municipal Retirement in Group C
- Competitive Vacation time allowance
- Sick time provided at 96 hours per year
- Short- and Long-Term Disability
- Life Insurance Policy - \$25,000

Voluntary Benefits Include:

- Flexible Spending Account
- Life Insurance Policy through New York Life

- Deferred Compensation program
- Dental Insurance
- Vision Insurance
- AFLAC

THE SELECTION PROCESS

APPLY

A cover letter, current resume, three professional references, and three personal references should be submitted to Thomas E. Williams, Chief of Police, P.O. Box 370, Chester, VT, or thomas.e.williams@vermont.gov.

SCREENING PROCESS

All candidates' cover letter and resume will be screened for qualifications. All qualified candidates will be ranked based on qualifications. Those candidates that rank highest will be screened by interviews. The top candidates will then be interviewed and assessed by a panel comprised of representatives of the community and CPD. The top two finalists will then be invited for a community visit during which a public meet and greet will occur. The final decision will be made by the Chief of Police.

DEADLINE

All application materials must be received by **4:00 p.m. on Friday, May 3rd, 2024.**