BALTIMORE POLICE DEPARTMENT
JOB DESCRIPTION

Title: Managing Director of Data Driven Strategies
Classification Title & Code: Operations Officer V
Division/Unit: Operations Bureau
Authorized Salary Range): $105,000 - $135,000 (Based on Experience)
Revised Date: 6/2/2021

I. Summary of Position

The Managing Director of Data Driven Strategies Division (DDSD) is responsible for the overall management and delivery of analytical support functions that directly impact the productivity, efficiency, and delivery of policing services by the Baltimore Police Department (BPD). The primary goal of the DDSD is to help BPD become a more efficient and effective organization by embedding evidence-based policing and management principles into the decision-making process. Accomplishing this goal is an evolving process that requires executive support and buy-in along with continuous reinforcement and socialization among command staff and supervisors.

The Director works with the executive leadership team in facilitating various research projects, to include crime analysis, deployment strategies, and other data driven approaches to determine the most effective ways to deploy resources to prevent, reduce, and deter crime. The Director leverages the use of analytic tools, technology, best practices, and partnerships with other local, state, and federal resources to maximize the impact of enforcement and crime suppression strategies.

The Director is responsible for the development, implementation, and management of the Annual Crime Statistical Reports for the department. The Director also oversees the management of the Crime Analytics Unit, the Watch Center, the Citiwatch program, as well as the Comstat program, which ensures Command Staff are being held accountable for directives given by the executive leadership of the Department.

The Director supports BPD Information Technology Division in the development and maintenance of data management and data delivery systems such as data lakes, data warehousing, and data dashboards, while also managing research projects on assigned topics as requested by the executive leadership team. The Director also reviews and evaluates department performance management indicators and metrics to provide critical analysis and recommendations.

II. Organizational Relationships

Supervised by: Deputy Commissioner of Operations

Interacts with:
- Mayor's Office of Performance and Innovation
- Federal and State law enforcement agencies' crime analysis functions (BJA, FBI, MCIN)
- BPD Executive Leadership Team, to include the Police Commissioner
- BPD Command Staff
- International associations for policing and crime analytics (IACP, IACA, MCCA, PERF)

Individuals supervised: Directly supervises or oversees all members of the Crime Analytics Unit, COMSTAT support personnel, Watch Center, Citiwatch, Community Intelligence Centers (embedded in police districts)

III. Duties and Responsibilities

- Implements key initiatives and special projects as assigned by the Police Commissioner including identifying process and policy reforms needed to enhance effectiveness or efficiency.
- Coordinates with Deputy Commissioners and the Chief of Staff to ensure that the goals set forth in the Police Commissioner's strategic vision for the Department are being implemented.
- Develops and maintains framework for COMSTAT, the department's accountability program for its Command Staff
- Manages a group of professionals engaged in diverse administrative and management support activities;
- Directs research and evaluation of trends in applicable areas of responsibility;
- Develops long- and short-term goals, objectives and solutions for division;
- Interfaces with the BPD IT Division to leverage technology solutions to enhance analytical capacity to achieve crime reduction, departmental improvements, and enhanced accountability
- Serves as a senior advisor to the Police Commissioner on all Departmental matters.

IV. Desired Qualifications and Skills

- Master's degree in Criminology, Criminal Justice, Public Policy, Public Administration or related field.
- At least eight (8) years of experience working in municipal, state, or federal government, with at least four (4) years experience working directing with law enforcement or a criminal justice related field.
- At least two (2) years of experience as a supervisor overseeing the activities of at least 20 members under his/her direction
- Distinguished service record, including excellent performance ratings, ability to pass a CJIS background investigation to obtain access to police sensitive information.
- Demonstrated excellence as a leader and manager, with superior oral and written communication skills.
- Strong analytical background and proficiency in the development and display of analytical information
- Strong knowledge and experience with analytical tools such as Python, Microsoft Power BI, and Tableau.

V. Application Instructions

- Qualified applicants should submit a resume and letter of interest to Eric Melancon, BPD Chief of Staff, at eric.melancon@baltimorepolice.org to be given consideration.

- Applications will be reviewed and select applicants will be asked to participate in virtual interview(s) with BPD's interview committee made up of executive leaders in the agency to answer questions about how they would approach the role.

- Interviewed applicants may also be asked to generate example work products or presentations to demonstrate proficiency in analytical tools and concepts for presentation to the committee.

- This position is a non-civil service position and serves at the discretion of the Police Commissioner and is represented by the Managerial and Professional Society of Baltimore (MAPS) and is eligible for any benefits provided to comparable MAPS employees.