



North Charleston, South Carolina

invites your interest in the position of

Chief of Police



POLICE EXECUTIVE
RESEARCH FORUM

Incorporated in 1972, North Charleston is a thriving community that, with a growing population of more than 120,000, is the third largest city in South Carolina. Known as the “Hub of the Lowcountry” North Charleston has emerged as a significant economic engine for the state. Its strong and diverse economy is driving the city’s rapid population growth.

North Charleston’s 77 square miles feature a long shoreline along the Cooper and Ashley rivers, numerous outdoor venues, including centrally located Park Circle and Riverfront Park, and renowned restaurants and festival venues. The city is also home to a private Christian university, Charleston Southern University.

North Charleston was home to the largest naval base on the country’s east coast from the early 20th century until the base’s closure in 1996, but the city has successfully pivoted to become a center for technology, aviation, and manufacturing. Major businesses in North Charleston include Boeing, General Dynamics, Mercedes-Benz, and Cummins Turbo Technologies. Joint Base Charleston and Charleston International Airport, both of which lie within the city’s boundaries, serve as anchors to numerous supporting businesses.

North Charleston’s harbor is one of the deepest ports along the U.S. southeast coast and is home to three of the six intermodal terminals for the South Carolina Ports Authority. The city’s Hugh K. Leatherman Sr. terminal can accommodate the

largest container ships afloat today, many of which are too big to traverse the Panama Canal.

The nearly 14,000 seat North Charleston Coliseum and Performing Arts Center is one of the largest sports and concert venues in the state and is home to the South Carolina Stingrays hockey team and the North Charleston POPS! orchestra. And a variety of Broadway and local productions are held at the Coliseum annually.

City Government

North Charleston has a mayor-council form of government. The mayor, elected to four-year terms, is the city’s chief executive officer and is responsible for the effective operation of all city departments. The current mayor took office in January 2024. The City Council comprises ten members and a Clerk of the City Council, who together are legislatively responsible for enacting the city’s policies and laws. The police chief reports directly to the Special Assistant to the Mayor and is an FLSA-exempt employee.

The Police Department

The North Charleston Police Department is authorized for 311 sworn and 79 professional employees. The department’s currently employs 288 sworn and 65 professional staff. Currently authorized command staffing is comprised of 1 Chief, 1 Assistant Chief, 4 Deputy Chiefs, 4 personnel at the rank of Major, and 6 Captains.





The police chief is responsible for managing a 2024 budget of \$44,175,597, which includes over \$38,000,000 in salaries and benefits. The Fiscal 2025 approved budget is \$46,110,808.

The police department's core mission is to provide professional public safety services in partnership with the citizens of North Charleston, with the overall goal of continually improving the quality of life in all the city's communities. The police department received its first CALEA accreditation in 2007 and it is also accredited through the South Carolina Law Enforcement Accreditation (SCLEA) program.

The department is organized around five major areas: Office of the Chief of Police; Administrative Services Division; Uniform Patrol Division; Investigations Division; and the Special Operations Division. Administrative Services, Uniform Patrol, Investigations, and Special Operations are each led by deputy chiefs.

The Office of the Chief of Police consists of the following sections and units: The Office of Professional Standards, The Accreditation Unit, Administrative Support, the Recruiting Unit, and the Training Section.

The Administrative Services Division is home to the Support Services Bureau, the Information Services Bureau, and is responsible for the department's financial, technology, infrastructure support, and logistical operations. The Uniform Patrol Division is deployed across three Bureaus – North, Central, and South. There are two bureaus



in the Investigations Division – the Detective Bureau, which includes the Investigations Section and the Investigative Support Section, and the Special Investigations Bureau, which includes the School Resource Officers Section and the Police Explorers Program. There are two bureaus in the Special Operations Division – the Special Enforcement Bureau and the Street Crimes Bureau.

The police department is pursuing several strategic initiatives as part of its continual focus on improving community relations and expanding existing partnerships. These initiatives include a 3-day recruit immersion program that connects each recruit to the various cultures of the city; a Citizens Public Safety Academy; community roll calls; the Rebuilding Every Community Around Peace (RECAP) program, which develops partnerships with community stakeholders to solve neighborhood concerns; a sustained partnership with North Charleston landlords; the School Principal Partnership Program; and the expansion of the Cops Athletic Program with school-aged children.

Additionally, the North Charleston Police Department is implementing recommendations from its 2021 racial bias audit to improve in 6 key areas: law enforcement operations; community-oriented policing practices; complaints; recruitment, hiring, and promotion practices; training; and oversight and accountability.

Position Requirements

The City of North Charleston is seeking an experienced leader with a proven history of engaging in meaningful and effective community-police partnerships. Candidates must have exceptional management skills and the ability to effectively administer all operations of the police department. The successful candidate will have proven experience in the preparation and administration of budgets and expenditures.

The successful candidate will have a history of cultivating excellence within a police department. They will have a demonstrated commitment to delivering high-quality policing services with a focus on continually improving police-community relationships. The selected Police Chief will serve as a visible presence across all North Charleston's communities.

This position requires a bachelor's degree in criminal justice, business, social science, or another relevant field, or an equivalent combination of education, experience, and training. Candidates should have twelve to fifteen years of experience in law enforcement, including at least five years in management roles. Additional leadership education, such as the FBI National Academy, the Police Executive Research Forum's Senior Management Institute for Police, or the Southern Police Institute, is highly desirable.

Candidates are required to possess a valid South Carolina Driver's License and must be South Carolina POST certified or will obtain a state driver's license and successfully complete POST certification within the required state time frames.

The Ideal Candidate for Police Chief

The ideal candidate for Chief of Police will have:

- A demonstrated commitment to developing sustainable partnerships with business, diverse communities, and community associations to address concerns relating to crime and public safety.
- Experience implementing effective police operational strategies to reduce crime.
- A demonstrated history of establishing relationships built around trust, transparency, accountability, and mutual respect with members of the community and members of the police department.
- A demonstrated ability to implement, measure, and sustain improvements to the delivery of policing services to ensure services are fair and equitable across all communities.
- Exceptional interpersonal and communication skills, and comfort interacting with all segments of the community.
- A demonstrated history of inspirational leadership including ethical decision-making, collaborative problem-solving, and promotion of fairness and equity within the organization.
- A commitment to holding all ranks accountable and leading by example.
- A demonstrated commitment to wellness and safety within the organization.



- Experience with developing innovative strategies for inclusive hiring and staffing to maintain authorized strength levels.
- A history of effective outreach and communication, including a commitment to visibility across all levels of the police department.
- Strong command experience and a deep understanding of the challenges facing police in modern society, with the education, training, and experience to implement contemporary and accountable policing practices.
- A strong history of administrative experience in the delivery of contemporary policing services to a growing and diverse community.

Compensation

The salary range is \$155,500 to \$165,000. The salary will be commensurate with the selected candidate's experience. The city offers an excellent benefits package, including disability protection. To supplement retirement benefits, candidates may be able to purchase various types of service credits for previous military or public service, or other eligible employment, or transfer credits from a correlated retirement system.

How to Apply

The Police Executive Research Forum (PERF) is assisting the city in the selection process. For questions about this position, contact Terry Chowanec at tchowanec@gmail.com or (301) 448-9858, or Antoinette Tull at antoinette@hurtlellc.com or (804) 640-0323.

Qualified candidates may apply in confidence and should send a cover letter, resume, and a list of five references by July 22, 2024, to:

northcharlestonpc@policeforum.org.

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