

New Mexico Law Enforcement Academy Director
Division Director II – Position 00017870

AGENCY OVERVIEW

The New Mexico Law Enforcement Academy (NMLEA), a division in the New Mexico Department of Public Safety (NMDPS), provides basic and in-service law enforcement training for police officers and telecommunicators, and to responsibly serve the public safety community by enforcing statutory and administrative laws, and oversees nine (9) satellite law enforcement academies throughout the state.

JOB SUMMARY

The New Mexico Department of Public Safety (DPS) is seeking a dynamic, experienced, and visionary leader to serve as Director of the New Mexico Law Enforcement Academy (NMLEA). The Director is the principal executive responsible for the overall operation and performance of the Academy, which includes a staff of twenty (20) FTEs. Working closely with the NMDPS Office of the Secretary, the Director collaborates with satellite law enforcement academies and agencies statewide to ensure the delivery of high-quality training and education for law enforcement professionals.

In addition to overseeing Academy operations, the Director chairs and manages eleven (11) support staff for the New Mexico Law Enforcement Standards and Training Council (NMLESTC), which is administratively attached to the NMLEA, and works closely with the New Mexico Law Enforcement Certification Board (NMLECB), administratively attached to DPS. This role demands strong leadership, deep knowledge of law enforcement training, and the ability to drive strategic initiatives that enhance public safety, professionalism, and accountability across New Mexico's law enforcement community.

KEY JOB RESPONSIBILITIES

- **Leadership & Oversight:**
 - Lead and manage the daily operations of the New Mexico Law Enforcement Academy.
 - Develop, implement, and evaluate the Academy's policies, procedures, and training programs.
 - Provide leadership and direction to a team of instructors, staff, and external training partners.
 - Ensure all training programs align with state and national law enforcement standards, including accreditation requirements.
- **Curriculum Development, Evaluation, Rulemaking & Legislative Work:**
 - Oversee the development and continual assessment of law enforcement training curricula, ensuring it is relevant, up-to-date, and meets the needs of law enforcement agencies across New Mexico.

- Review and revise policies and procedures for law enforcement training and certification.
 - Collaborate with law enforcement experts, stakeholders, and agencies to stay current with best practices, emerging trends, and legislative changes affecting public safety.
 - Participate in and support rulemaking processes related to training standards, certification requirements, and regulatory compliance, ensuring alignment with state law and public safety goals.
 - Engage in legislative work by monitoring proposed bills, providing subject matter expertise, and supporting the development of legislation related to law enforcement training and standards.
- **Training Delivery & Administration:**
 - Manage the scheduling and coordination of training sessions, ensuring a diverse range of advanced trainings are offered.
 - Provide direct supervision to training staff, ensuring effective delivery of both basic and advanced training.
 - Ensure the effective use of training resources, equipment, and facilities.
- **Budget & Resource Management:**
 - Develop and manage the Academy's budget, ensuring cost-effective allocation of resources to meet operational needs.
 - Oversee procurement of materials, equipment, and supplies necessary for training programs.
 - Identify opportunities for grant funding, partnerships, and sponsorships to support Academy initiatives.
- **Stakeholder Engagement & Collaboration:**
 - Serve as Chair of the Standards and Training Council, acting as the primary liaison with law enforcement agencies, government officials, and community stakeholders on issues related to law enforcement training and professional development.
 - Represent the Academy at meetings, conferences, and public events, promoting its mission and fostering relationships with key partners.
- **Compliance & Accountability:**
 - Ensure all training programs and practices comply with state, federal, and departmental regulations.
 - Oversee trainee performance and progress to maintain the integrity and effectiveness of Academy programs.
 - Provide oversight and management of the software system used to track all records including certifications for law enforcement officers and telecommunicators across the state, ensuring compliance with the New Mexico Law Enforcement Academy Training Act and state standards.

- **Strategic Planning & Continuous Improvement:**
 - Develop and implement long-term strategies for the growth and improvement of the Academy.
 - Foster a culture of continuous improvement, identifying areas for innovation and process enhancement.
 - Stay informed on national law enforcement trends and adapt Academy programs accordingly.

QUALIFICATIONS

- **Education:**
 - Bachelor's degree in Criminal Justice, Management, Administration, Law, or a closely related field from an accredited college or university is required. Advanced secondary education may be considered with relevant experience.
- **Experience:**
 - A minimum of 15 years of law enforcement experience, including at least eight (8) years in a leadership or management role within a law enforcement agency or governmental entity with a proven track record of successfully managing programs and teams. A combination of relevant experience, education, and training may be considered in lieu of these requirements at the discretion of the DPS Cabinet Secretary.
 - Preferred candidates will possess a valid New Mexico Law Enforcement Certification or be eligible for certification by waiver of previous training within six (6) months of appointment. Alternatively, candidates who are retired from a certified law enforcement agency and remain in good standing will also be considered.
 - Experience working with state and federal regulations, accreditation processes, and law enforcement agencies is highly desirable.
- **Skills & Competencies:**
 - Strong leadership and team management with proven success in motivating diverse teams.
 - Excellent communication, interpersonal, and customer service skills, with the ability to build relationships across all levels.
 - In-depth knowledge of law enforcement practices, training, legal standards, and New Mexico law, including the Administrative Code and relevant State Statutes.
 - Experience in curriculum development, law enforcement certifications, and managing appeals, suspensions, denials, and terminations.
 - Skilled in dispute resolution, budget management, and strategic planning for long-term goals in training and certification.
 - Adaptable to evolving trends in law enforcement and public safety, with a commitment to professionalism, ethics, and public service.
 - Collaborative and sensitive to the diverse needs of the communities served by law enforcement.

- Strong ability to manage highly confidential, high-volume data with precision and accuracy. Proven capacity to meet strict deadlines while effectively prioritizing and handling multiple tasks and stakeholder requests simultaneously.

WORK ENVIRONMENT

Work is performed in a fast-paced law enforcement office setting, with regular exposure to armed law enforcement personnel and sensitive, confidential information. Occasional outdoor work is required at the driving track and firing range. The position involves extensive use of desktop and laptop computers with multiple video display terminals (VDTs). The candidate must be able to lift and carry up to 25 pounds. This position also requires travel for training, outreach, and stakeholder engagement activities.

EMPLOYMENT REQUIREMENTS

- **Qualifications and Conditions of Employment:**
 - Employment is contingent upon the successful completion of a pre-employment background investigation and fingerprinting, in accordance with all applicable federal and state laws, rules, and regulations.
 - Continued employment requires remaining felony-free, in compliance with Section 5.12.1.1 of the Criminal Justice Information Systems Security Policy.
 - As a safety-sensitive position, the selected candidate will be subject to random drug testing.
 - A valid New Mexico driver's license and a current Defensive Driving Certificate are required. If not already held, the Defensive Driving Certificate must be obtained within six (6) months of hire.

SALARY RANGE

- **Compensation:** \$68,345 – \$167,592 annually, depending on education, experience, qualifications, and internal salary alignment.

HOW TO APPLY

Applicants must submit a resume, cover letter explaining unique qualifications and specific interest in the position, references, and any additional material in support of their suitability to:

Louise Riebe
 Director of Special Projects
 New Mexico Department of Public Safety
 4491 Cerrillos Road
 PO Box 1628

Santa Fe, NM 87504-1628

(505) 827-9080

Louise.Riebe@dps.nm.gov

<https://www.dps.nm.gov>

<https://www.lea.nm.gov>