Job Bulletin



## **General Description**

This classification represents high-level confidential management positions in the Rochester Police Department, charged with significant responsibility for the development and implementation of policy and operational initiatives. An incumbent of this title directs a substantial function of the police department to ensure a broad policy perspective in decision-making that affects service delivery on a community-wide basis. This is a high profile position in dealing with the media, community groups, businesses, the general public and staff in order to interpret and articulate department policies and to advocate for appropriate action. Command assignments may include such functions as community relations, inspection and evaluation of systems and services and coordinated management of police services. Incumbents in this title may be asked to perform traditional law enforcement activities. A Police Commander reports to, and receives general direction from, a Deputy Chief and has considerable latitude in the exercise of discretion and judgment.

# **Typical Work Activities**

- Proposes, plans and implements new initiatives to ensure comprehensive and coordinated response in addressing community problems and to fulfill community expectations;
- Conducts and directs sensitive investigations of complaints, especially those that relate to the competency, integrity or honesty of department personnel, alleged or apparent misconduct and where a conflict of interest may be perceived;
- Establishes strong collaborative relationships with police command personnel, other agencies and throughout all segments of the community;
- Supervises and motivates mid-management police personnel in one of two geographic divisions;
- Interprets and applies policies across multiple sections or units in the Police Department;
- Prepares budget submission for subordinate units, determining allocations needed to achieve policy objectives;
- Evaluates plans, policies, procedures and operations activity and develops the means to improve the efficiency and effectiveness in accomplishment of objectives;
- Consults with command staff on controls, practices and procedures to improve efficiency, effectiveness, compliance with laws, rules, regulations and policies;
- Develops and executes a comprehensive program for the evaluation of department programs and activities;
- Reviews and appraises the corrective actions taken by command staff until deficiencies and problems have been resolved;
- Disseminates information to the media, neighborhood groups, professional organizations, special interest groups and others about department activities and plans;
- Prepares the budget and narrative justifications for assigned activities and controls budget throughout fiscal year;
- Initiates formal disciplinary proceedings against subordinates and documents charges;

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- Serves as a hearing officer in the disciplinary process;
- Evaluates subordinate sworn and civilian personnel;
- Works with other departments or government agencies to plan and conduct joint investigations and other activities;
- Trains and develops subordinate personnel in special topic areas;
- Directs police activities at scenes of serious accidents, crimes, fires or unusual disorders;
- Apprehends and arrests persons;
- Controls groups and crowds, locating agitators, patrolling problem areas and maintaining order at public gatherings.

## **Minimum Qualifications**

Three (3) years of supervisory/command experience at the rank of Sergeant or higher in a municipal law enforcement agency which serves an urban or metropolitan area.

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