RILEY COUNTY POLICE DEPARTMENT
POSITION ANNOUNCEMENT
Director

Riley County Law Enforcement Agency (Agency) is seeking a highly qualified law enforcement professional to serve as the next Director of the Riley County Police Department.

The Riley County Police Department (RCPD) is a consolidated law enforcement agency serving Riley County, Kansas, combining the functions of a county sheriff's office and a municipal police department. Riley County is a diverse and growing community located in the heart of the Flint Hills. The county encompasses 610 square miles and includes the cities of Manhattan, Leonardville, Ogden, Randolph, and Riley. Manhattan is the largest city and home to Kansas State University. It is located near the Fort Riley Army installation. RCPD is nationally accredited by the Commission on Accreditation for Law Enforcement Agencies (CALEA), which ensures high professional standards and promotes community advocacy. The Department also maintains state accreditation through the Kansas Law Enforcement Accreditation Program (KLEAP). RCPD serves approximately 74,000 residents of Riley County and is authorized 113 sworn law enforcement personnel, 47 corrections personnel, 24 dispatchers, and 43 professional staff members. RCPD oversees a consolidated dispatch center serving law enforcement, emergency medical services (EMS), and municipal and rural fire services throughout Riley County.

Who We Are: RCPD is an evidence-based, intelligence-led policing department whose mission is to: "Reduce Crime and Improve the Quality of Life for the Citizens We Serve." We are a law enforcement department committed to being effective in our mission with procedural justice for citizens being paramount to our success. As a department, we model service by fostering a caring and supportive culture for our employees, so they are prepared to serve the community in the same manner.

Minimum Requirements Include: US Citizen; Minimum statutory requirements for certification as a full-time Kansas law enforcement officer as set forth in the Kansas Law Enforcement Training Act and any additional requirements set forth in RCPD policy; Bachelor degree from a college or university accredited by one of six regional accreditation agencies recognized by the Council for Higher Education Accreditation; Minimum five years' experience in the area of police administration at the command level; Capable of being bonded for not less than $10,000.00 upon appointment to the position; External candidates commit to establishing residency in Riley County, KS; Internal candidates are waived from residency requirements but must live within a 30-mile radius of the Riley County Police Department Law Enforcement Center.

General Description: Reporting directly to the Agency, the Director provides executive leadership and overall direction for the Department. As the Department's chief executive officer, the Director exercises direct and functional supervision over sworn and non-sworn personnel and is responsible for all law enforcement operations, including patrol, investigations, and corrections (jail operations). Pursuant to Kansas law, the Director is hired by, responsible to, and serves at the pleasure of the Agency, which serves as the Department's governing and oversight body. A written contract will be negotiated between the Director and the Agency. Terms of the written contract supersede the written job description when the contract and job description conflict. Under

the direction of the Agency, the Director performs a variety of complex executive, administrative, and operational duties including:

- Managing all operations of the department, defining the department's mission, and providing vision by which the department will achieve its mission.
- The Director assures public and internal accountability for the efficient, effective and safe use of the resources allocated to the agency, delivery of expected service, and the technical competencies of the agency's members.
- The Director will provide: Control and oversight of department activities; Determination of department procedures; Planning of Department work priorities and goals; develop recommendations for the annual budget which the Agency finalizes; Implementation of programs and training; Assignment and general supervision of all department personnel.
- Major responsibilities require a high level of conceptual thinking, problem-solving, and decision-making abilities with consistent attention to the department's mission, including collaboration with community stakeholders. Self-initiative as well as the ability and willingness to work most of the time without direct supervision is required.
- The Director is expected to build upon the excellent relationships that have been established with our Federal, State and local partners.
- Personal conduct (on-duty as well as off-duty) must be such that it does not cause disrepute or unnecessarily endanger the public's trust or confidence in the department or its members.

The Riley County Police Department provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, Riley County Police Department complies with applicable state and local laws governing nondiscrimination in employment. This statement applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

Pursuant to applicable provisions of the Americans with Disabilities Act (ADA), the Americans with Disabilities Act Amendments Act (ADAAA), and the Kansas Act Against Discrimination (KADA), the Agency will provide, as applicable, required, and upon request, reasonable accommodations during the hiring process for applicants with known or obvious disabilities.

To apply: Submit the following to Riley County Law Enforcement Agency at: PO Box 158, Manhattan, KS 66505-0158, or email: rcpddirector2026@gmail.com

- **Letter of interest: must detail career and professional contributions to law enforcement and community;**
- **Comprehensive resume; and**
- **Professional References**

Integrity is of utmost importance at the Riley County Police Department. Exaggerated, false or misleading statements may be cause for rejection of the application and/or termination of employment.

Contact RCPD Director Search Committee for additional questions and information at: email rcpddirector2026@gmail.com or (cell) 785-410-8248. Screening of applications will begin immediately and continue until the position is filled. Annual Salary $150,000.00 – Negotiable depending on qualifications and experience. Anticipated start date is first quarter 2027.

For a complete job description:
https://www.rileycountypolice.org/DocumentCenter/View/5600/RCPD_Director?bidId=
Reciprocity information can be found: https://kletc.org/basic-training

To learn more about the Riley County Police Department:
https://www.rileycountypolice.org
Twitter: https://twitter.com/RileyCountyPD
Facebook: https://www.facebook.com/RileyCountyPD
YouTube: https://www.youtube.com/RileyCountyPD