

## **Chief of Police (Safety and Police) District**

### **Riverside Community College District**

**Application Deadline. Interested candidates must apply by the deadline listed below by 8:00 p.m., Pacific Standard Time:**

Department: Safety & Police (D)

Position Type: Classified Management/Supervisor

College/Campus: District

Physical location of the position: Riverside

Employment Type: Full-Time

Position Length: 12-month

Salary Range: X

Salary Amount: \$171,335 - \$208,593

Salary Type: Annual

Is this position categorically (grant) funded? No

#### **Job Description**

##### **BASIC FUNCTION:**

Under the general direction of an appropriate administrator, the Chief of Police is a sworn peace officer with overall District-wide management responsibility for police operations in coordination with senior management at the District and College; oversees the day-to-day operations of the department and compliance with the District's strategic goals and objectives; and enforces policies affecting public safety throughout the District.

**PROVIDES WORK OR LEAD DIRECTION TO:** Assigned District personnel.

##### **Education:**

**Education and Experience:** a bachelor's degree from an accredited college or university in criminal justice, public or business administration, or a related field, and ten years of increasingly responsible law enforcement experience in all major phases of police work, including five years of administrative and

supervisory experience at a level comparable to a police lieutenant or seven years as a police sergeant.

A master's degree and experience working in a culturally diverse college or university environment is preferred.

Experience:

Knowledge Of:

1. Best practices and techniques used in modern California law enforcement agencies, with a focus on campus safety operations at higher educational institutions;
2. Diverse backgrounds, socioeconomic status, and group identities of community members and students;
3. California criminal justice system;
4. Restorative justice practices and modern community focused policing;
5. Local, state and federal laws applicable to the police function generally, and to the District specifically;
6. Use of force, de-escalation, and mental health crisis techniques, best practices, and policies;
7. Labor issues and personnel management in a collective bargaining environment;
8. Principles, procedures and legal constraints for conducting background and internal investigations;
9. Basic computer skills and software, such as Microsoft Office;
10. Management methods, philosophies, and specific law enforcement practices and legal issues;
11. Complex financial and budgeting issues.

Ability To:

1. Communicate with an ethnically and culturally diverse community of administrators, faculty, staff, and students;

2. Promote development and effectively manage a multicultural workforce and adjust to changing management styles within the campus leadership;
3. Model, demonstrate, and uphold proper and impeccable professional ethics and demeanor in all situations;
4. Effectively supervise, manage, lead, train, develop, and evaluate employees;
5. Take command in emergency situations;
6. Delegate tasks and require accountability;
7. Communicate clearly orally and in writing to a variety of audiences, to include difficult or angry people, whether planned or impromptu;
8. Establish and maintain effective working relationships with citizens, peers, co-workers, colleagues, supervisors, District executives and elected officials;
9. Work cooperatively with personnel of allied agencies;
10. Accept instructions and direction from supervisor in a positive manner;
11. Meet deadlines and complete tasks in a timely manner.

#### LICENSES-CERTIFICATIONS REQUIRED:

- 1) The RCCD Chief of Police is a sworn peace officer of the State of California. California Penal Code §832.4(c) states: "Each police Chief, or any other person in charge of a local law enforcement agency, appointed on or after January 1, 1999, as a condition of continued employment, shall obtain the basic certificate issued by the Commission on Peace Officer Standards and Training within two years of appointment."
- 2) Possession of California POST (or equivalent) Basic, Intermediate, Advanced and Supervisory Certifications is required at the time of appointment. Possession of a California POST (or equivalent) Management Certificate is preferred at the time of appointment.
- 3) Valid California driver's license is required at the time of appointment.
- 4) Qualification with a firearm per state regulations.

Other:OTHER: Must have clear evidence of sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of community college students (E.C. 87360a).

**CONTACTS:** Co-workers, colleagues across the department and the District; staff, faculty and students; fellow law enforcement and public safety professionals; the general public; elected, public officials; local, regional, state and federal agencies; and other community college districts.

**PHYSICAL EFFORT:** While the Chief of Police is not a first-responder, it is possible that s/he may periodically be called upon to assist in, supervise, and/or monitor field activities (e.g., major crime scenes, dignitary protection details, special event deployments, demonstrations, protests, etc.). Normally, s/he can expect to experience extended periods of time sitting and sitting at a keyboard, walking, standing, driving, and climbing stairs.

Must pass a thorough background check conducted or commissioned by the District prior to appointment, and must pass a physical examination and be free of any physical disabilities that would restrict performance as a police Chief at time of appointment.

**WORKING CONDITIONS:** This position will require being on-call 24/7, ability to respond at all hours, and will require flexibility in schedule to include periodic meetings and maintenance of non-traditional/routine office hours (i.e., outside of 8am-5pm, Monday-Friday).

The duties of this position are primarily conducted in a normal office environment. However, circumstances may require or result in spending extended time outdoors, potentially in extreme heat or cold, and with the possibility of exposure to hazardous chemicals.

The Riverside Community College District is an equal opportunity employer and recognizes the need to provide reasonable accommodations to employees with disabilities. For more information, contact (951) 222-8039.

#### Duties and Responsibilities:

**REPRESENTATIVE DUTIES:** The duties listed below are only intended as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this class.

1. Plans, organizes and directs the work of the department and ensures departmental operations occur in accordance with current federal, state, regulatory, statutory, and local laws, and the RCCD Police policy and procedures manual; develops and implements policies and procedures related to current law enforcement practices and administrative areas of operation.

2. Serves as the District's community policing advocate and coordinates police activity with other law enforcement agencies; participates on state, regional and local law enforcement committees and panels.
3. Provides guidance, advice and recommendations related to community matters, criminal intelligence and activity, and other important elements of the policing function, in coordination with District leadership, Trustees, community members and the general public.
4. Oversees investigations and coordinates with appropriate individuals within the District, and with appropriate external agencies and organizations as necessary.
5. Prepares and implements the department's strategic plans manages the fiscal operation and budget; and manages routine audits and inspections of departmental activities and equipment.
6. Prepares annual and ad-hoc reports (such as the Clery Report) and makes presentations to a variety of stakeholders
7. Creates, cultivates, and nurtures cooperative working relationships with college and District personnel and students, and coordinates emergency preparedness with other District, College and campus units; conducts management and staff collaboration meetings.
8. Serves as the Training Compliance Officer so as to ensure the department adheres to regulations required of all Peace Officers Standards and Training (POST) certified entities as well as all other officer training needs.
9. Reviews and recommends adjustments, as appropriate, to the department's organizational structure based on District and college needs; as appropriate, supervises, hires, directs, plans the work of, evaluates, and disciplines assigned personnel.
10. Performs other duties, related to the position, as assigned.

#### CONDITIONS OF EMPLOYMENT:

This is a Classified Management. Paid vacation, 22 days annually; and paid accruable sick leave, 12 days annually. A pro-rata reduction will be made for employees working less than full-time and less than 12 months. The District provides a health and welfare benefit package for employees and legal qualifying dependents.

The work location and assignment within a job classification is determined by the District and may be subject to change.

All offers of employment will be contingent upon the availability of funds and approval by the Board of Trustees.

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The Riverside Community College District complies with all federal and state rules and regulations and does not discriminate on the basis of ethnic group identification, national origin, religion, age, gender, gender identity, gender expression, race, color, ancestry, genetic information, sexual orientation, physical or mental disability, or any characteristic listed or defined in Section 11135 of the Government Code or any characteristic that is contained in the prohibition of hate crimes set forth in subdivision (1) of Section 422.6 of the California Penal Code, or any other status protected by law. This holds true for all District employment opportunities. Inquiries regarding compliance and/or grievance procedures may be directed to the District's Title IX Officer/Section 504/ADA Coordinator. Harassment of any employee/student with regard to ethnic group identification, national origin, religion, age, gender, gender identity, gender expression, race, color, ancestry, genetic information, sexual orientation, physical or mental disability, or any characteristic listed or defined in Section 11135 of the Government Code or any characteristic that is contained in the prohibition of hate crimes set forth in subdivision (1) of Section 422.6 of the California Penal Code, or any other status protected by law, is strictly prohibited. The Title IX Officer, Section 504/ADA Coordinator for the District is Ms. Lorraine Jones, 3801 Market Street, Riverside, CA 92501. Telephone Number is: (951) 222-8595.

Work Hours/Work Days for Classified and Hourly Positions Only:

Required Applicant Documents: Resume or Curriculum Vitae

Cover Letter

Letter of Recommendation 1

Letter of Recommendation 2

Letter of Recommendation 3

Bachelors or Equivalent Transcript

Other Document:

Optional Applicant Documents: Other Document

Masters or Equivalent Transcript

Other Document: POST Certificates

Effective Employment Date: Anticipated start date: October 2025

Application Deadline: Open Until Filled

Special Comments: IMPORTANT NOTICES:

First applicant screening scheduled for August 25, 2025 and every two weeks thereafter.

Only electronic, on-line applications are accepted. All supporting materials, required or optional, must also be in electronic formats and attached to the electronic, on-line application when applying. Supporting materials are only accepted as Adobe Acrobat (.pdf) or Microsoft Word files and must be less than 2 MB in size.

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Application Types Accepted: Classified/Management/Confidential Application

**To apply, please visit: <https://apptrkr.com/6417479>**

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