The Town of Tiburon

Invites your interest for the position of

Police Captain

Tiburon Police Department—Ryan Monaghan, Chief of Police
Recruitment Services Provided by Kreins’ Consulting
DIVERSITY AND INCLUSION

The Town is committed to promoting a diverse and inclusive community and workforce. To this end, the Tiburon Town Council formed a Diversity Inclusion Task Force that in part, advises the Town Council, Town Manager and Police Chief on diversity and inclusion issues relevant to the Police Department. The Captain will be expected to support the Chief by working collaboratively with the Diversity and Inclusion Task Force.

ESSENTIAL JOB FUNCTIONS

- Assumes management responsibility for assigned services and activities of all service areas of the Department. The Captain will serve as the Acting Police Chief in his absence.
- May oversee special projects, administration, or other assigned areas.
- Oversees assigned functional areas including patrol, investigations, administration, support services, and special operations.
- Manages and participates in the development and implementation of goals, objectives, policies and priorities for assigned programs; recommends and administers policies and procedures.
- Monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures; recommends appropriate service and staffing levels.

**Police Captain—Tiburon Police Department**

The ideal candidate will be an inspiring and team-oriented leader with an incredible work ethic known for adhering to high standards and service excellence. She/he will be an innovative and resourceful manager, who has experience in solving complex problems. Extensive community engagement experience and a sophisticated understanding of contemporary policing practices will be expected.

**Law enforcement supervisory experience with progressive responsibility, and a Bachelor’s degree or equivalent, and POST Supervisory Certificate are required.**

**A Master’s degree, completion of formal leadership training, and a POST Management Certificate are preferred.**

The ideal candidate will be an experienced law enforcement professional who is service-minded and possesses the highest levels of integrity.

An effective mentor and innovative leader that models and promotes high expectations and asserts a positive presence.

The incumbent will uphold established exceptional service standards, and embrace the opportunity to lead and develop a multi-generational and diverse police department.

**The Community**

The Town of Tiburon is located just north of San Francisco, in Marin County, California. It is accessible by ferry from downtown San Francisco, as well as by car from Highway 101 and Highway 131 (Tiburon Boulevard).

The Town of Tiburon is a general law town organized under provisions of the California State Constitution. Tiburon was incorporated in 1964. It has a current population of 9,100, with 6,600 registered voters.

Tiburon has a council-manager form of government. The Town Council appoints the Town Manager, who serves as chief executive. The 5 members of the Town Council are elected for staggered, 4-year terms. The Council elects one of its members to be mayor and rotates the position each year.

The Town Manager runs the day-to-day operations of the Town. He or she, in turn, appoints the various department heads: Chief of Police, Public Works Director, Director of Community Development, and Administrative Services Director.
The Police Department

The members of the Tiburon Police Department are dedicated to providing the highest quality police services. The Department has a staff of 18 full-time employees, including 14 sworn members and four professional staff who are supported by four Reserve Police Officers and volunteers. The Department’s 2022/23 budget is approximately $3.75 million.

The Tiburon Police Department offers a full slate of policing services to the community. Our officers are public safety generalists, who manage a variety of tasks including: criminal investigations, traffic enforcement, and emergency management services.

In addition to the Chief, the team is comprised of one Captain, four Sergeants, eight Police Officers, one Emergency Services Coordinator, and three Police Service Aides. The Police Department also houses an Emergency Operations Center, which is equipped to manage disaster response for Tiburon, and the neighboring community of Belvedere.

Town Government

The Town of Tiburon is a full-service Town, operating under a Town Council/Town Manager form of government. The five members of the Town Council includes a Mayor, Vice-Mayor and three Council members elected to four-year, staggered terms. Tiburon is a tight-knit community, and it will be imperative for the Police Captain to be actively engaged in the community to gain their trust, respect, and involvement.

Police/Community Partnerships and Community Engagement Activities are highly valued by residents in Tiburon.

Key Challenges and Opportunities

The Tiburon Peninsula has several other significant governmental agencies which are under the control of separately-elected boards. These include the Tiburon Fire Protection District and Southern Marin Fire Protection District, 2 sewer districts (Richardson Bay and Sanitary District No. 5), and the Reed Union School District. Much of the peninsula is unincorporated, under the jurisdiction of the County of Marin. This includes portions of the north side as well as the community of Strawberry. Belvedere is a separate city with its own city council and community services. The adjoining unincorporated areas of Tiburon, as well as adjoining municipalities, have an impact of calls for service and it is imperative that the selected Captain have the ability to foster collaborative working relationships with our regional partners and stakeholders.

The selected Captain must be a change agent who will support the Chief of Police and will work diligently to adapt to cultural changes, and changing community expectations. The Captain will work to increase employee engagement, maintain officer retention, and enhance our department’s diversity in recruitment efforts.
COMPENSATION

Salary: $144,538-180,674, depending on qualifications.

Retirement: “Classic Members” CalPERS 3% @ 55 for employees currently enrolled in a reciprocal or CalPERS classic retirement plan. Employee pays the 9% employee contribution and 3% of the employer’s share contribution. “New Members” CalPERS 2.7% @ 57 for employees new to CalPERS or with a six month or longer break in a CalPERS or reciprocal retirement plan. Employee pays at least 50% of the Normal Cost of the Plan as calculated annually by CalPERS.

Members receive Military Service Credit, 1959 Survivor Benefit Level 1, 2% COLA increase, and $500 Retired Death Benefit. Unused sick leave credit is report upon retirement.

Benefits (Enhanced Cafeteria Benefit Plan): The Town provides a monthly cafeteria allowance equal to the Kaiser 2-Party rate plus Delta Dental Family rate to be used towards medical, dental, life, and long-term disability insurance. Employees with two or more qualifying dependents will be eligible for health premium coverage up the Kaiser Family rate. A deposit of up to $400 per month will be made into a Town-sponsored 457 Plan in the employee's name for unused cafeteria allowances.

Vacation: Twelve days per year for the first five years, increasing after five years.

Sick Leave: Accrue one day per month; unlimited cap.

Administrative Leave: Awarded annually at Town Manager’s discretion.

Holidays: Twelve paid holidays per year.

Take-home emergency vehicle.

Compensation and benefits governed exclusively by the Mid-management Recognition and Incentive Compensation Program.

The Process: Apply with Confidence

If you are interested in pursuing this unique and exceptional career opportunity, please send electronic submittals consisting of a compelling cover letter, comprehensive resume, and any other supporting documentation to:

Joseph Kreins—Kreins Consulting
E-mail: piojoe@aol.com

The application deadline for this position is: July 29, 2022

Candidate screening will begin as applications are received, and the most highly qualified candidates will be invited to an interview-assessment center process the week of: August 15, 2022.

Those candidates selected to participate in the interview process will be asked to complete a supplemental questionnaire.

Final candidates may also be invited to an interview with Chief Monaghan. Employment is contingent on the successful completion of a detailed POST background investigation, medical examination, psychological screening, and other Town requirements.

This is a confidential search process. Questions regarding this position, contact search consultant, Joseph Kreins, at 707-333-6858.

The Town of Tiburon is an EEO/ADA Employer. The Town complies with all Federal, State and local laws mandating Equal Employment Opportunities. All qualified applicants will be considered in accordance with applicable laws prohibiting discrimination on the basis of race, color, religion, national origin, ancestry, sex, gender, age, veteran status, disability, marital status, gender identity, or sexual orientation.

MINIMUM REQUIREMENTS

The ideal candidate should possess a minimum of five (5) years of continuous law enforcement experience that includes at least two (2) years of supervisory experience (sergeant or equivalent) in a law enforcement organization.

Possession of or equivalent to a Bachelor’s degree from an accredited college, and/or any combination of education and experience that provide the knowledge, skillset, and abilities to perform the complex duties of the of the position of Police Captain.

Must satisfy California POST Minimum employment standards, possession of a POST Supervisory Certificate.

PREFERRED QUALIFICATIONS

A Master’s degree, and prior experience in a highly service-oriented community, especially in a supervisory or leadership role.

Broad and extensive experience, training, and education in all major phases of municipal police work and police management is also desired. Completion of advanced police leadership and management coursework, is a plus, as is a POST Management Certificate.