

CAL POLY HUMBOLDT



Chief of Police

University Police Department

Open Until Filled

First Review Date: May 5, 2022

Cal Poly Humboldt is a comprehensive, residential campus of the California State University welcoming students from California and the world to campus. Cal Poly Humboldt offers access to affordable, high-quality education that is responsive to the needs of a fast-changing world. Serving students by providing a wide array of programs and activities that promote understanding of social, economic, and environmental issues, Cal Poly Humboldt is a Hispanic serving institution and is a [newly designated polytechnic institution](#). As the first polytechnic in northern California, there is significant investment, including the accelerated addition of 12 new programs by fall 2023 and a host of capital projects. Humboldt is recognized by *U.S. News & World Report* as “A Top Western University” and Princeton Review as “Best in the West” and a “Green College.” The University enrolls approximately 5,739 students and offers 57 majors and ten graduate programs in three Colleges. Eighty-five campus clubs and a state-of-the-art recreational facility ensure a robust student experience. CenterArts brings nationally recognized performers and speakers to campus each year, and Cal Poly Humboldt has eleven NCAA Division II athletic teams. Recognized as one of the West’s best college towns, Humboldt is located 275 miles north of San Francisco in the town of Arcata.

The Position

Reporting to the Vice President of Administration and Finance, the Chief of Police is responsible for leadership, direction, and management of 16 full and part-time employees and 7 student employees. The Chief leads three primary units within the University Police Department (UPD): Police & Dispatch/Records, Parking, and Live Scan. The Chief is responsible for creating and implementing a vision that integrates the principles of community policing into a comprehensive university law enforcement program that includes: 9-1-1 dispatch; preventative patrol; general law enforcement; crime prevention and reporting; criminal investigation; bicycle and pedestrian safety; parking and traffic enforcement; workplace violence risk reduction, lost and found services; and other programs. The Chief will lead with an equity lens in working with all constituencies and ensure departmental training for staff to support individuals from all backgrounds.

The Chief ensures that personnel are proactive, accessible, and accountable representatives of Cal Poly Humboldt, and active partners with local agencies. The Chief maintains strong partnerships with nearby law, medical, emergency management, and fire/ rescue entities. The Chief is responsible for UPD's close working relationship with Cal Poly Humboldt's administrators, faculty, staff, and students. The Chief mitigates risk and liability; and competently guides UPD officers in their discretion and dual roles as sworn peace officers and Cal Poly Humboldt staff in the independent and objective enforcement of applicable state and university laws, with a mission that emphasizes student success. The Chief serves as a trusted resource and advisor to the Cal Poly Humboldt administration on campus safety, preservation of peace, laws, and regulations, workplace violence, and other matters. The recent designation as California's third polytechnic includes plans for significant expansion, the new Chief will be a vital partner in housing and other infrastructure projects.

Qualifications

A bachelor's degree in a related field and at least seven years of progressively responsible law enforcement or public safety administration experience, including five years in a management and administrative responsibility at the command level (Lieutenant or above) are required. The successful candidate will have demonstrated experience and a genuine commitment to working with and for diverse communities, a focus on social justice, and fostering an inclusive environment based on trust and mutual respect. The candidate must also demonstrate strong communication and collaboration skills. In addition, the candidate must demonstrate development and implementation of a wide range of training but also establish a culture of accountability. Graduation from advanced law enforcement education, such as FBI National Academy or California POST Command College; experience in budget and personnel administration, including experience working in a collective bargaining environment; and experience at a university-based law enforcement agency or complex organization are preferred. The chief must maintain a current POST management certification in California or obtain a certification at the management level within six months of hiring date.

Application and Nomination

Review of applications will begin **May 5, 2022**, and continue until the position is filled. To apply for this position please go to the following link and click on the Apply button:

<https://www.spelmanandjohnson.com/position/chief-of-police-4/>

Here you will complete the brief application process, and upload your resume and position-specific cover letter. Nominations for this position may be emailed to Kara Kravetz Cupoli at kkc@spelmanjohnson.com. Applicants needing reasonable accommodation to participate in the application process should contact Spelman Johnson at 413-529-2895 or email info@spelmanjohnson.com.

Visit the Cal Poly Humboldt website at <https://www.humboldt.edu/>

Cal Poly Humboldt is committed to achieving the goals of equal opportunity and endeavors to employ faculty and staff of the highest quality reflecting the ethnic and cultural diversity of the state.

Working in the state of California is a condition of employment for this position. Even if part or all of an employee's assignment can be performed remotely, the employee must maintain a permanent residence in the state of California. The employee must be able to accept on-campus work assignment, as assigned, and come to campus when needed.

CSU requires faculty, staff, and students who are accessing campus facilities to be immunized against COVID-19 or declare a medical or religious exemption from doing so. Any candidates advanced in a currently open search process should be prepared to comply with this requirement. The systemwide policy can be found at <https://calstate.policystat.com/policy/9779821/latest/> and questions may be sent to hr@campus.edu.

Cal Poly Humboldt hires only individuals lawfully authorized to work in the United States. In compliance with state and federal crime awareness and campus security legislation, including The Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act, California Education Code section 67380, and the Higher Education Opportunity Act (HEOA), the Cal Poly Humboldt Annual Security Report is available at: <https://clery.humboldt.edu/content/annual-security-reports>.

CAL POLY HUMBOLDT IS NOT A SPONSORING AGENCY FOR STAFF OR MANAGEMENT POSITIONS (e.g. H1-B VISAS)

Evidence of required degree(s), certification(s), or license(s) is required prior to the appointment date. Satisfactory completion of a background check (including a criminal records check, employment verification, and education verification) is required for employment. Cal Poly Humboldt will issue a contingent offer of employment to the selected candidate, which may be rescinded if the background check reveals disqualifying information, and/or if it is discovered that the candidate knowingly withheld or falsified information. Certain positions may also require a credit check, motor vehicle report, and/or fingerprinting through Live Scan service. Failure to satisfactorily complete or adverse findings from a background check may affect the employment status of candidates or continued employment of current CSU employees who are being considered for the position.

This position is a "designated position" in the California State University's Conflict of Interest Code. The successful candidate accepting this position is required to file Conflict of Interest forms subject to the regulations of the Fair Political Practices Commission." In reference to the full disclosure letter, please refer to HR 2010-08.

Cal Poly Humboldt is committed to achieving the goals of equal opportunity and endeavors to employ faculty and staff of the highest quality reflecting the ethnic and cultural diversity of the state. Additional information about Cal Poly Humboldt can be found at www.humboldt.edu.

Cal Poly Humboldt is a Title IX/Affirmative Action/Equal Opportunity employer. We consider qualified applicants for employment without regard to race, religion, color, national origin, ancestry, age, sex, gender, gender identity, gender expression, sexual orientation, genetic information, medical condition, disability, marital status, protected veteran status, or any other legally protected status. Mandated Reporting: This position may be considered a "mandated reporter" under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of employment.

Additionally, all CSU staff and faculty receive training annually on their obligations in responding to and reporting incidents of sexual harassment and sexual violence. You will be notified by email when you are required to take this mandated training.