Salary for the selected candidate will be dependent on experience and qualifications.

Final Application Date: July 31, 2022
The Position

The City of Duluth, Minnesota, is seeking a skilled Police Chief to provide strong and clear leadership to our Police Department, while ensuring the safety and health of over 86,000 residents and upholding community-minded values of transparency, inclusivity, collaboration and communication. This is an exciting professional opportunity in an engaged community.

Duluth is a four-season city with 100,000 acres of green space alongside the shores of Lake Superior, located just two hours north of the Twin Cities. Duluth offers adventures such as hiking, skiing, hunting, boating, biking, and much more. Duluth also boasts a vibrant arts culture, home to art museums, performance centers, community and college theater productions, and numerous festivals throughout the year; and competitive sports including nationally ranked collegiate teams.

The Duluth Police Department is the third largest police department in Minnesota and is nationally recognized due to our innovative policing programs. The Department has a staff of approximately 158 sworn officers and 40 administrative staff. Our 2022 budget is in excess of $26.4 million. The Department is comprised of the Patrol Division, Administration Division, and Investigations Division, each managed by a Deputy Chief of Police.

The Duluth Police Department highlights community engagement with an emphasis on community policing, enhances leadership at all levels of the organization, and continues the modernization of policing techniques with a focus on neighborhood informed, data based intelligence. The Department enjoys a good reputation in the community, and maintains strong relationships with governmental and non-governmental organizations, private businesses, community groups, and the local news media.

The Ideal Candidate

We are seeking an experienced law enforcement officer with exceptional leadership skills and ability to serve as a change agent. The ideal candidate will exhibit creative vision, leadership, excellent management and administrative skills, strong emotional intelligence, a commitment to advancing diversity, equity and inclusion initiatives, and highly collaborative interpersonal skills required to lead the Police Department.

The top candidate will be an experienced law enforcement leader and will have a broad background in law enforcement operations, possess the vision and flexibility to adapt to changing conditions, and be knowledgeable about best practices in community oriented policing. The Police Chief must inspire and foster trust internally and externally.

The Police Chief will also be a strategically oriented, self-assured individual who can establish a reputation for fairness, honesty, and compassion and work with staff and leaders across the City organization.

What we are looking for.
The Community

The City of Duluth is a major port city in Minnesota and serves as the county seat of Saint Louis County. Duluth has a population of 86,293 and is the fourth largest city in Minnesota. After years of building economic diversity, Duluth is growing into a robust regional economic, medical, aviation, higher education, outdoor recreation and arts center. Duluth has long been recognized as an innovative region that is supported by a wide variety of services and industries, including the largest, farthest inland freshwater port, the Port of Duluth-Superior.

With 100,000 acres of green space alongside the shores of Lake Superior, Duluth embraces its four seasons with pride. Our waterfront location makes Duluth a premier destination for recreation and entertainment, with miles of water, beach and trails for water skiing, boating, fishing, and other adventure activities. Voted Outside Magazine’s Best Town in 2014, Duluth has world class hiking, cross-country skiing, and mountain biking trails, all within city limits.

The city also boasts a vibrant arts culture, home to art museums, theatre, and numerous festivals throughout the year. It is the home of two colleges and a university whose local sports teams include nationally ranked and championship teams.

Compensation & Benefits

Salary of the selected candidate will be dependent on experience and qualifications and approved by the City Council. The City of Duluth offers an excellent benefits program that includes, but is not limited to:

Work Schedule
Applicants should expect to flexibly manage time during business hours and balance with evenings and community meetings as needed, along with response and direction during emergent events.
Holidays – 12 fixed per year.
Vacation – 23 days of vacation per year.
Relocation assistance may be available for selected candidates.

Retirement
Minnesota Public Employees Retirement Association (PERA).

Deferred Compensation
A deferred compensation plan is available at the employee’s option.

Health Benefits
The City pays a significant portion of the premium for medical/hospitalization, dental and prescription coverage for employees and dependents. Section 125 (Flexible Spending Account) — employees may participate on a pre-tax basis for daycare and medical expense reimbursement.

Life Insurance
Policy value of $50,000.
Minimum Qualifications

Education and experience requirements needed by date of appointment include a four-year Bachelor’s degree or an advanced degree in Public Administration, Business Administration, etc., or an approved related field, plus seven years of demonstrated managerial, administrative, or supervisory experience in law enforcement or related fields. An advanced degree in management or related field may be counted as one year of experience. The successful candidate must possess and maintain a valid driver’s license, and must be licensed or eligible for licensure as a Peace Officer in the State of Minnesota.

Other personal attributes and characteristics desired in the Police Chief include:

- Ability to consistently communicate and implement the City’s and Department’s missions through open, transparent, honest and forthright communication.
- Ability to lead with consistency and clarity amid times of chaos, crisis or uncertainty.
- Ability to motivate police officers to effectively address and prevent criminal conduct, using strategies which can build and inspire public trust.
- Ability to interpret budgetary and other financial reports.
- Understanding of the role of innovation and technology in policing and how to use it effectively.
- Experience collaborating with community partners to address issues ranging from domestic and sexual violence, homelessness, chemical dependency, and mental illness to terrorism preparedness.
- Integrity, intellectual honesty and a belief in the value and necessity of equity and diversity.
- Commitment to diversity within the Department’s workforce including racial, ethnic, gender, socioeconomic, educational and experiential considerations that reflect the community at large and the populations served by and in contact with the Duluth Police Department.
- Experience in managing multi-disciplinary staff and commitment to inter-department leadership development.
- Willingness and ability to partner effectively with other law-enforcement agencies.
- Ability to develop broad stakeholder support for new policing initiatives.
- Exceptional and demonstrated communication skills with experience working with media.
- Proven track record of identifying and evaluating specific organizational needs.
- Commitment to identifying and implementing best practice strategies in regards to community engagement, emergency response, and crime prevention.
- Extensive knowledge of current trends and issues that affect and influence law enforcement and community service.
- Ability to lead, promote and articulate the City’s commitments to the community through engagement and partnership with both City-sponsored entities such as the Civilian Review Board, Human Rights Commission and the Indigenous Commission as well as community and neighborhood based organizations which serve a multitude of diverse populations.
- Demonstrated ability to form effective, positive relationships with organized labor and union leadership.
- Ability to balance and integrate the needs and interests of the Department within the interests and priorities of the City.
- Creative and flexible problem-solving capabilities, with the ability to elevate concerns early to the City Administration, as well as the ability to analyze and resolve complex and sensitive issues.
- Understanding the Police Chief position is part of the senior management team of advisors to the City Administration, which addresses City-wide and cross departmental issues and opportunities utilizing a holistic approach towards overall community health, safety and social and economic opportunities.
- Understanding of departmental budgets as expressions of department and City goals and initiatives and experience in managing, balancing and prioritizing those departmental budgets.
Application & Selection Process

To be considered, please submit an online application through the City’s website by July 31, 2022. Include a resume, cover letter, and proof of education.

All highly qualified candidates are encouraged to apply. This is a national search effort and all highly qualified individuals with law enforcement management experience are encouraged to submit qualifications for consideration. Final selection of top tier candidates will be based on the combination of relevant education, experience, training, special skills, etc. that best fit the needs of the City. Those applicants with qualifications best suited to the needs will be contacted for interviews.

The City of Duluth is an equal opportunity and veteran-friendly employer. All qualified applicants will receive consideration for employment without regard to race, color, creed, religion, national origin, sex, marital status, familial status, age, sexual orientation, status with regard to public assistance, disability, genetic information, veteran status or activity in a local Human Rights Commission or any other characteristic protected by law.

Please visit www.duluthmn.gov/human-resources for additional duties and requirements.