

POLICE COMMANDER

FLSA Status: Exempt
Union Representation: Portland Police Commanding Officers Association (PPCOA)

Class Summary:

This is a senior command assignment. Employees in this assignment are responsible for serving as the commanding officer of the Police Bureau's core primary operational (Precincts) and investigative (Detectives) divisions within the Police Bureau and hold the rank of Captain. Work involves planning, organizing, staffing, directing, and controlling work of these assigned core function units to accomplish immediate objectives as well as to reach long-range community policing goals. Work also involves providing regular input and assistance to the Police Chief's executive team in the areas of strategic, emergent and organizational planning. Generally Police Commanders are responsible for divisions that perform the Bureau's primary core operational and investigative responsibilities.

This level is distinguished from the Police Captain classification by greater complexity typically due to such factors as larger staff size, core primary operational or investigative responsibilities as opposed to support or specialized responsibilities, diversity of area served, police first-response responsibilities, scope of operations, responsibility for long-range planning, and fostering relationships to secure cooperation and coordination with the community. It is further distinguished by providing regular input and assistance to the Police Chief's executive team in the areas of strategic, emergent, and organizational planning. Work is performed under general policy direction. Notwithstanding the above, the commanding officer of the Transit Division shall be designated as a Police Commander using this premium assignment, due to the scope and complexity of the work assigned to that position, provided that position is assigned to a member of the Portland Police Bureau.

Responsibilities are broad in scope, allow for a high degree of program and administrative discretion, and are evaluated in terms of overall effectiveness of program or unit performance.

(Note: This is a premium pay assignment from the rank of Police Captain. Assignments are made at the sole discretion of the Police Chief. Employees so assigned may be removed from the position without a statement of cause and shall have no appeal rights.)

Examples of Work:

Plans and develops program goals and objectives; implements and adjusts, if necessary, to meet changing conditions; enforces and interprets bureau policies, rules, and regulations; reviews precinct and bureau-wide operations and recommends and implements policy changes.

Meets and deals with officials and citizens on special community, project or program administration matters.

Plans, develops and implements strategies; coordinates, directs, and controls operations involving a number of divisions, units, and/or other bureaus and agencies such as dignitary security, emergency occurrences or large-scale tactical situations.

Plans, coordinates, directs, controls, evaluates, and reports on assigned responsibilities; identifies problems and takes appropriate action for resolution.

Develops budget proposals and justifications to ensure correct priorities and effectiveness.

Provides insight and recommendations in a structured and regular format to Police Chief's executive team regarding major issues such as strategic planning, policy direction, major incident planning and response, organizational structure and labor matters.

Supervises professional, technical, and clerical personnel and subordinate supervisors and administrators; evaluates force strength to assign, reassign or request personnel and equipment to meet priorities; meets with labor organizations to resolve grievances; recommends and administers discipline.

Manages complex policy review/development projects and other long term or complex projects assigned by Assistant Chief which have significant effect on the bureau and community.

Prepares and administers complex intergovernmental agreements and leads multi-jurisdictional teams composed of both local and federal law enforcement personnel.

Represent the senior leadership of the bureau out in the community.

Not all the work performed is specifically described. Not all tasks are done at all work locations.

Knowledge, Skills and Abilities: (At time of appointment)

Considerable knowledge of modern procedures, practices, and methods of police administration, criminal investigation, identification, and preparation and presentation of cases in court.

Considerable knowledge of the rules and regulations of the Police Bureau, as well as pertinent federal, state, and city laws, statutes, and ordinances.

Knowledge of management principles and practices.

Ability to apply knowledge of management principles and practices, including personnel and financial management in a complex situation.

Ability to prepare and execute complex intergovernmental agreements.

Ability to analyze complex organizational and operational problems and recommend effective improvements,

Ability to implement bureau goals and objectives and develop comprehensive plans.

Ability to articulate policy and positions of the Chief's Office regarding significant community concerns which are highly visible and political.

Ability to plan, coordinate, and implement procedures.

Ability to express ideas effectively orally and in writing.

Ability to direct complex and multi-division tactical operations or criminal investigations.

Ability to establish and maintain effective working relationships with subordinates, public and private officials, and the general public.

Skill in operating assigned equipment safely and in conformance with applicable laws and/or regulations.

Licenses; Certificates; Special Requirements:

A valid state driver's license and acceptable driving record.

Class History:

Adopted: 00-00-92 Established 5-16-78; abolished 6-30-92; re-established.
Revised: 01-01-08 Updated premium assignment description to specifically include the head of the
Training Division as a Police Commander. (9-24-08)
08-31-06 Updated specification and defined differences between this premium pay
assignment and the classification of Police Captain.
June 2009 - Change Job Class number from 5140 to 30000301, due to system change.
Revised: 07-21-11 Updated specification to clarify distinction between this premium assignment
and classification of Police Captain.