



## Village of Cross Plains, WI

### Chief of Police

### Position Announcement

The Village of Cross Plains, WI (population approximately 4,000) seeks a highly motivated leader to serve as the community's next Chief of Police. In addition to administrative duties involved with managing the police department, the incumbent will also be responsible for assisting with patrol and investigative duties. The Police Department is comprised of four (4) full time officers, one (1) Lt. Detective, one (1) Administrative Assistant, and the Police Chief.

Cross Plains is located in the beautiful rolling hills of South-Central Wisconsin in Dane County and is known as the Gateway to the Driftless area. Our Village is approximately 1.7 square miles and we are located just 15 miles from the State Capitol in Madison. Black Earth Creek, a Class 1 cold water fishery, meanders through the village. Residents of Cross Plains enjoy several beautiful parks, a public pool, as well as many summer and winter recreation activities.

The Chief of Police is appointed by the Village of Cross Plains Police Commission. This is a full time, exempt position and serves under the direction of the Village Administrator in cooperation with the Village Board.

The annual starting salary range for this position is \$68,000-\$80,000, DOQ.

#### Minimum Qualifications

This position requires the following:

- An Associate's degree in Criminal Justice or related field.
- Seven (7) years of employment experience as a sworn officer with a Federal, State, or Local law enforcement agency.
- Five (5) years supervisory experience preferred.
- Advanced management training equal to the FBI National Academy, the Northwestern School of Police Staff and Command, the Southern Police Institute, or a Wisconsin Executive Development program.
- Be certified, or have the ability to be certified, as a law enforcement officer by the Wisconsin Law Enforcement Training and Standards Board within six (6) months of employment.
- Be a citizen of the United States of America.
- Be able to perform all law enforcement functions and other essential functions of the position.
- Have the knowledge and ability to use all standard law enforcement equipment.
- Pass a criminal and financial background check.
- Have no felony convictions.
- Have no domestic violence convictions.
- Have a valid Wisconsin Driver's License.

## **Professional Competencies and Experience**

- Have the ability to perform all law enforcement functions and other essential functions of the position.
- Have the necessary abilities and knowledge to use all standard law enforcement equipment.
- Be a professional leader who conducts themselves with the utmost level of honesty, respect, fairness, compassion and integrity – and works to instill such values as the foundation of the department culture.
- Be an effective listener and articulate communicator capable of providing high quality written and oral communication to a diverse set of audiences and media outlets.
- Be a visible, accessible community leader able to maintain a strong policy of community policing and involvement.
- Have the ability to foster an atmosphere of mutual respect and partnership among the Department and other department heads and staff members.
- Be able to manage proactively, anticipate issues and trends, and participate in community dialogue.

## **Residency**

The Chief of Police will be required to maintain residency within 30 minutes of the Village of Cross Plains within 6 months of employment. Residency within the Village is preferred.

## **Benefits**

Vacation, Paid Holidays, Sick leave, Health Insurance, Dental Insurance, Disability Insurance, Life Insurance, WI Retirement System, Deferred Compensation, Income Continuation Insurance

## **Submission Process**

Interested persons shall submit a Village of Cross Plains Employment Application, resume, cover letter, and list of five (5) professional references to:

Village of Cross Plains  
ATTN: Bill Chang, Village Administrator/Clerk  
2417 Brewery Rd  
P.O. Box 97  
Cross Plains, WI 53528  
Email: [bchang@cross-plains.wi.us](mailto:bchang@cross-plains.wi.us)  
Phone: 608-798-3241 ext. 105

All applications received by September 13, 2019, will receive priority. Applications submitted after the deadline may be considered. The application period will be open until the position is filled.

## **Selection Process**

The Selection Committee will review all applications and select a group of finalists. Applicants will be notified regarding their status as decisions are made. The finalists will be interviewed in-person by the

Police Commission. Finalists will also be subject to reference and employment history checks. Once an applicant is selected for the position and detailed background investigation will be conducted. As a condition of employment, the candidate receiving final selection will be required to complete and pass a physical examination, psychological examination, and a drug screen.

**The Village of Cross Plains is an Equal Opportunity/Affirmative Action Employer.**

Posted: August 12, 2019