

The City of  
**Fountain Inn,  
South Carolina**



Is Inviting Applications for the Position of  
**Chief of Police**

We are excited to announce this opportunity for an experienced Chief of Police who is capable of preserving and enhancing the existing high standards of law enforcement and public safety service and preparing the City of Fountain Inn for the challenges of the future.



# About The City of Fountain Inn



Nestled in the foothills of Upstate South Carolina, Fountain Inn is a charming city in the heart of an incredibly scenic state. Only minutes from the mountains and a couple of hours from the coast, Fountain Inn is the ideal location for relocating families, friends and business. We invite you to use the website as your resource to everything Fountain Inn [www.fountaininn.org](http://www.fountaininn.org).

The City Government of Fountain Inn is stable and operates under a Council form of government. Council members are elected to four year staggered terms and there are no term limits. The Mayor is elected at-large by popular vote. The Mayor and six City Council members comprise the governing body. Elections are held in odd-numbered years. The City government is non-partisan. Fountain Inn is a full-service city that is in good condition financially as evidenced by a positive audits and a healthy fund balance.

## Fountain Inn Police Mission

We strive for no less than excellence in all we do.

- For every person, protection and service
- For every circumstance, fairness, respect, and understanding
- For every accomplishment, gratitude and opportunity
- For every endeavor, teamwork and professionalism
- For every day, integrity, efficiency, and the Golden Rule (akm 1996)

The Fountain Inn Police Department consists of 24 sworn/certified officers, 8 communications specialists, two volunteer reserve officers, and administrative staff. The men and women serving this community as members of the Police Department are dedicated, capable, and professional. Our continuous pursuit for excellence and transparency resulted in the establishment of a 7 member Citizens Review Committee (CRC). The CRC's function was originally to review complaints against employees and duties have expanded to include review of use of force incidents as well. Community programs include a Citizens Police Academy, Summer Camps for "at risk" youth, Neighborhood Watch programs, and Senior Watch. These programs are funded via fund raising efforts – not tax dollars – and have served as models for other departments within and outside of South Carolina.

# The City of Fountain Inn Chief of Police Opportunity

The City seeks a Police Chief who is a dedicated and ethical team player and can quickly gain the confidence of the community by building strong relationships with residents, the business community, City staff, City stakeholders, nearby communities and law enforcement agencies. The Chief must possess the ability to build community trust through the development of partnerships and use of proven community-oriented policing techniques.

As a key member of the City Administrator's Leadership Team, the ideal candidate will demonstrate the ability to embrace change and help guide the community. The city is experiencing growth at a rate that exceeds state and national percentages presenting challenges including traffic, parking, and a thriving downtown and the next leader must demonstrate an ability to resolve these challenges and opportunities creatively, collaboratively, and practically.

The new Police Chief for the City of Fountain Inn is expected to provide leadership and professional insight to the following opportunities and challenges:

- » Lead the department in a manner that focuses on building community trust and support; promotes professionalism by supporting 21st Century policing principals and continued department accreditation standards.
- » Enhance communications with citizens by maximizing the appropriate use of social media, identifying effective ways for the department to interact with formal/informal citizen groups, and demonstrating transparency and consistency of messages when communicating with the public.
- » Identify implementable strategies for improving recruitment and retention of quality staff.
- » Work proactively in partnership with other city departments, such as Planning & Zoning and Special Events & Community Development, to enhance the quality of life and improve security of all citizens.
- » Maintain high morale of the department by promoting a culture that is willing to listen to all ideas, utilizes an effective intra-department communication process for keeping staff informed, understands the value of the Chief being visible to staff during routine and special events of the department, and demonstrates objectivity and accountability when dealing with staff issues and professional development opportunities.
- » Provide professional input to the City Administrator concerning department needs related to final recommendations of the upcoming wage and compensation study to be conducted city-wide.
- » Assess the need and use of important policing tools such as body cameras, take-home vehicles, and communication equipment.



# The City of Fountain Inn

# Chief of Police Opportunity

## Candidate Qualifications

- » Bachelor's Degree required in Criminal Justice, Law Enforcement, Police Administration or similar degree; Five years of experience in upper level police management; or any equivalent combination of education, training and experience.
- » A Master's degree in Criminal Justice, Public Administration or related field and other technical training such as the FBI National Academy, Southern Police Institute, or equivalent is highly desired.
- » Maintenance of firearms proficiency according to departmental standards.
- » Possession or ability to gain possession of a valid South Carolina driver's license within 30 days.
- » South Carolina Criminal Justice Training Academy certification or ability to obtain SCCGA Class 1 certification within one year.
- » This position is considered Essential Personnel and will be required to work during and following natural disasters and emergencies.

## Required knowledge, skills, and abilities include:

- » Knowledge of state, local and federal laws pertaining to the general exercise of law enforcement duties.
- » Extensive knowledge of the principles, practices and procedures of police work and advanced law enforcement methods.
- » Knowledge of organizational and department laws, policies, and procedures.
- » Thorough knowledge of management, planning and supervisory methods and procedures.
- » Knowledge of the use and care of firearms and of typical law enforcement equipment.
- » Ability to communicate well verbally and in writing with City officials, staff, the public, and the news media.
- » Ability to work well with other City officials, staff, the law enforcement community and the public.
- » Must maintain physical conditioning to be able to perform all duties of police officer according to departmental standards.
- » Superior skill in organizing, directing and supervising others.
- » Understanding and experience in CALEA process.

## Essential Duties

- » Supervises, directly or through subordinates, and participates in all Department functions and activities such as patrol units, traffic control, crime prevention, criminal investigations, and training.
- » Plans, develops, and oversees the implementation of Department policies and procedures in accordance with applicable laws and ordinances.
- » Develops and presents the requested budget for the Department. Manages the budget to assure effective and efficient use of budgeted funds, personnel, materials, equipment, facilities and time.
- » Plans, implements, and directs law enforcement, crime prevention, and community oriented policing programs for the City in order to better carry out the policies and goals of the City Council as communicated through the City Administrator; trains staff in all areas of operation, reviews Department performance and formulates programs and policies to promote effective, efficient service provision.
- » Communicates information on departmental operations to the City Council and City Administrator. Attends City Council meetings. Prepares reports in accordance with the City code, City policy and procedure, and as requested by the City Administrator or the City Council via the City Administrator.
- » Directs a workforce of both sworn and civilian personnel. Recruits personnel for the Department, assigns work, facilitates training, reviews performance, sets standards for fitness, counsels, and takes disciplinary action up to the recommendation for discharge. Handles grievances, and oversees the conduct and general behavior of department personnel.

# The City of Fountain Inn Chief of Police Opportunity

- » Investigates complaints from citizens against Department employees and takes appropriate action in accordance with laws, ordinances, and City and departmental policy. Answers inquiries from citizens regarding laws, ordinances, and police procedures.
- » Coordinates operations and strategies with other local, State and national law enforcement agencies to ensure comprehensive, cost effective service delivery. Negotiates and administers mutual aid agreements and other formal and informal relationships on behalf of the City.
- » Participates as a member on committees and project teams and performs other duties as assigned by the City Administrator.
- » There is no requirement for residency for this position within the City of Fountain Inn. However, residency is required within a reasonable distance to enable timely responses to incidents.

## Compensation

The starting annual salary for the Chief of Police for the City of Fountain Inn will be market competitive depending upon the qualifications and experience of the selected candidate. Participation in state retirement system and a comprehensive benefits package including; health, dental, vision, life insurance will be provided. Reasonable relocation expense reimbursement will be negotiated.

## How to Apply

Interested candidates must submit by email a cover letter, resume, at least five job related references and salary history no later than 5:00 p.m. on March 7, 2019 to: Trey Eubanks, Government Services Manager, Appalachian Council of Governments. Call (864) 241-4631 or email [teubanks@scacog.org](mailto:teubanks@scacog.org) with any questions.

**Trey Eubanks | Government Services Manager**

Appalachian Council of Governments

864.241.4631

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*The City of Fountain Inn is an Equal Opportunity Employer. The City of Fountain Inn does not discriminate based on race, color, religion, creed, sex, gender, sexual orientation, age, marital status, or national origin.*

