

**BOARD OF POLICE COMMISSIONERS
CHIEF INVESTIGATOR
City of Detroit, MI**

Job Description – Chief Investigator

The Board of Police Commissioners (Board) is seeking qualified, civilian applicants for the position of **Chief Investigator** to head the Office of the Chief Investigator (OCI). The Chief Investigator is the Detroit Police Department's chief ethics officer. OCI serves as the investigative arm of the Board and has as its primary purpose the investigation of citizen complaints that are filed against the police department and its personnel. The Chief Investigator manages a staff of sworn and civilian investigators and administrative personnel. He or she provides regular and ongoing in-service training for the OCI staff, and regularly reviews and revises policy and procedures if necessary to incorporate best practices in conducting external complaint investigations. The Chief Investigator analyzes statistics and utilizes databases to identify applicable trends and patterns in the number and type of complaints filed, the locations where complaints are generated, and the individuals identified in the complaints. The Chief Investigator makes regular reports to the Board on the activities of OCI, and is a direct report to the Secretary to the Board. The Detroit City Charter provides that the Board shall appoint a Chief Investigator who shall not have been an employee or elective or appointive officer of the City within three (3) years prior to appointment.

Job Requirements

The successful candidate will possess at minimum a Bachelor's Degree in criminal justice, law enforcement, public administration, human resources, or related field. Possession of an advanced degree is preferable. The successful candidate will also have at least eight (8) years of combined experience in the following areas: investigation, supervision/management, case management, database management, and labor and employment relations. Moreover, he or she must have the ability to work collaboratively with employee unions and foster an atmosphere of positive employee relations; possess

outstanding human relations and communication skills; have good listening skills; be technology savvy and current; have experience using data-based decision making; be fair and consistent in personnel dealings; and be an ethical person with the highest standards of personal and professional integrity.

The Chief Investigator position is full time and the salary ranges from \$74,800 - \$124,900, including a comprehensive benefit plan. Individuals who wish to apply for this appointment are instructed to send a letter of application and their resume to:

Detroit Board of Police Commissioners

1300 Beaubien, Room 328 • Detroit, MI 48226

Attn: George N. Anthony, Secretary to the Board

Applications will be accepted by regular U.S. Mail only postmarked
on or before **December 31, 2011**.

Applicants with questions regarding additional qualifications should contact the Board's office at (313) 596-1830.

The City of Detroit is an Equal Opportunity Employer

Dec. 8, 2011