



## Regional Manager

**Job Title:** Regional Manager

**FLSA Status:** Exempt

**Type of Position:** Full-time

### BACKGROUND INFORMATION

The Police Foundation (Foundation) is national non-profit non-partisan organization that, consistent with its commitment to improve policing, has been on the cutting edge of police innovation for nearly 50 years. The Police Foundation's work is informed by available evidence, to increase public safety and strengthen communities. The Police Foundation conducts innovative research and provides on-the-ground technical assistance to police and sheriff's departments as well as engages practitioners from multiple systems (corrections, mental health, housing, etc.), and local, state, and federal jurisdictions as it relates to police research, policy, and practice.

The Foundation has a multi-year grant with the U.S. Department of State aimed at increasing the number of agencies, public safety training academies, and public safety communications centers that are accredited by the Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA) in Mexico. 50 Mexican agencies, including 20 training academies, 13 communications centers, and 17 law enforcement agencies in 21 of Mexico's 32 states, are already receiving technical assistance through the grant to attain and/or maintain CALEA Accreditation. Ten of these agencies have already achieved accreditation through assistance from the grant and three more are up for accreditation. Before the end of 2020, an additional 30 Mexican agencies will be added to the grant. The Foundation uses teams of SMEs to provide technical assistance to grant clients. This position will serve as an SME and oversee teams that provide service to these agencies.

### ESSENTIAL DUTIES & RESPONSIBILITIES

- Assist in the training and technical assistance efforts serving international agencies and communities;
- Responsible for leading the work of consultants working on grant matters in the assigned region(s);
- Monitor relevant timelines, budgets, and deliverables to ensure that responsibilities to funders are met in assigned project areas;
- Develop training content for multiple audiences, such as police chiefs, police supervisors, line level officers, community advocates, etc;
- Develop written products, including policy briefs and presentations that concisely and clearly describe complex analyses and policy options to law enforcement audiences;
- Develop/expand the knowledge base on accreditation, police, criminal justice, and related social service policy issues;
- Plan and participate in policy-focused meetings of high-ranking government officials, advocates, and national experts;
- Identify and engage new contacts in the field to serve as formal or informal project consultants or partners;



- Ensure Police Foundation colleagues, consultants, or funders are aware of relevant project developments and that other work in the field is leveraged for the advancement of project goals
- Independently represent and deliver presentations on Police Foundation projects and issues at national industry events, conferences, and meetings when appropriate
- Participate actively in, and sometimes leading, staff discussions and strategic planning meetings.
- Oversee and lead the preparation of funder reports and other related project materials for compliance purposes
- Perform high-level quality control for Police Foundation products and deliverables
- Travel is required
- Perform other duties as assigned

#### SKILLS & ABILITIES

- A commitment to advancing the Police Foundation's mission
- Comprehensive understanding of police organizations, culture, and law enforcement
- Knowledge of the field of policing, criminal justice, community development, or crime policy analysis on a national and international level
- Outstanding research, writing, and analytical skills
- Strong oral communication skills, including the ability to effectively distill and present complex information in a concise way
- Strong project management skills
- Excellent client management skills
- Ability to prioritize quickly and manage multiple deadlines
- Ability to effectively lead project teams of staff and consultants
- Ability to solve basic and complex project and operational problems appropriately, proactively, and independently
- Exceptional strong organizational skills and ability to manage multiple projects and tasks with competing deadlines
- Strong ability to communicate effectively (including listening skills) and appropriately with varied professional audiences
- Knowledge of and ability to identify, use, and adapt technology and innovation to solve problems and improve operations and results

#### EXPERIENCE & EDUCATION REQUIREMENTS

The equivalent of at least 7 years of work experience in the field of policing, criminal justice, community development, or crime policy analysis; Advanced degree required. Bi-lingual capabilities encouraged. The minimum requirements can be satisfied at management's discretion by other factors (e.g., education, professional certifications, language skills, analytical skills, computer skills, etc.)

#### ADDITIONAL INFORMATION

**SALARY RANGE:** This is a full-time position. Salary is commensurate with experience and includes a competitive benefits package.



**DEADLINE:** Open until June 20, 2019. Incomplete applications will not be considered. Must agree to a background investigation.

**APPLICATION INSTRUCTIONS:** Interested individuals should upload the following elements to [careers@policefoundation.org](mailto:careers@policefoundation.org).

1. Résumé
2. Cover letter
3. Names and contact information for at least three references

**\*\*Incomplete applications will not be considered\*\***