Position Description

Position Title: Director of Public Safety/Chief of Police

Position Summary
The Director of Public Safety/Chief of Police is responsible for maintaining the safety and security of Georgia Regents University and related enterprises. Position serves as a resource and advisor to the University on matters related to campus safety and security, and ensuring proper operations of the University’s Public Safety Department. Leads and directs functions of the department to include communications, investigations, police patrols, community outreach, and administration of the Public Safety Department.

Major Responsibilities:
- Plans, organizes, directs and evaluates all activities of the Public Safety Department, ensuring compliance with all laws, University policies and procedures; remains abreast of safety/security and legal issues impacting higher education; develops systems, tools, programs and procedures to meet changing physical, legal and personnel conditions at the University.
- Safeguards the lives and property of students, faculty, staff, visitors, service providers and University property; directs and participates as needed with criminal investigations, crime prevention, community relations, special events, and security functions; completes other duties as assigned.
- Provides leadership, direction, and guidance on campus safety, security, and emergency management policy development and long-term planning to ensure effective allocation and use of University resources related to those issues.
- Develops positive working relationships with the campus community to include students, staff, faculty, visitors, and members of the local community.
- Oversees development of safety/security education programs for the campus community, coordinating with University departments such as; student affairs, residence life, and student government.
- Develops, monitors, and manages the department operating budget.
- Maintains positive working relationships with local, state, and federal law enforcement agencies.
- Coordinates emergency preparedness, response and mitigation/recovery for the University in collaboration with the medical center, local, state and federal agencies.
- Promotes professional development and growth opportunities for direct reports and others within Public Safety.
- Periodically attends campus/student/faculty activities to foster positive relationships with all who frequent or are visitors of the campus.
- Establishes ongoing, collegial relationships with community leaders.

**Reporting Relationships**

**Reports to:** Executive Vice President, Administration & Finance/CBO

**Indirect Report to:** Director of Public Safety, USG

**Direct Reports:** Business Manager
- Two Police Majors
- Administrative Support Person

**Key Relationships:** All Members of the President’s Cabinet
- Other University Management

**Required Qualifications:**
- Bachelor’s degree
- A minimum of ten (10) years of related experience in law enforcement.
- Possession of or ability to obtain a valid Georgia driver’s license.
- Satisfactory criminal background investigation to include satisfactory credit history
- Ability to achieve and maintain weapons qualification.
- Ability to meet current requirement set forth by the Police Officer Standards and Training Council (POST) for the State of Georgia. Must possess or be able to obtain Georgia Peace Officer Standards Training Council peace officer certification within one year of employment.
- Good communication skills, ability to keep complex records, and the ability to perform well under stress in a calm, efficient manner.
Preferred Qualifications

- Master's degree
- Five (5) years of experience in a higher education environment to include experience as a campus police chief.
- Experience working on a campus with an academic medical center.
- Graduation from one or more of the following: FBI National Academy, Georgia Law Enforcement Command College, equivalent leadership development course program.

Physical Demands/Work Environment

- Work is typically performed in an office environment, outside, in a vehicle in cold and inclement weather, while intermittently sitting at a desk or table, standing, walking, bending, crouching, or stooping. Employee frequently lifts light to heavy objects, climbs stairs, distinguishes between shades of color, and utilizes sense of smell.

Values Alignment

This should be a strong leader who thrives in a challenging environment and is clearly aligned with the GRU values of:

- **Collegiality** – reflected in collaboration, partnership, sense of community, and teamwork.
- **Compassion** – reflected in caring, empathy, and social responsibility.
- **Excellence** – reflected in distinction, effectiveness, efficiency, enthusiasm, passion, and quality.
- **Inclusivity** – reflected in diversity, equality, fairness, impartiality, and respect.
- **Integrity** – reflected in accountability, ethical behavior, honesty, and reliability.
- **Leadership** – reflected in courage, honor, professionalism, transparency, and vision.

Other Personal Characteristics

- Strategic and future-oriented.
- Ability to adapt well to an ever changing, complex environment.
- Proven leader with the ability to effect change.
- Ability to foster collaboration in a complex organizational environment.
- Understands and drives to excellence.
- Effective, creative and a problem-solver.
- High visibility, both within the organization as well as outside the organization; a willingness to be a representative of Georgia Regents University in the community.
- Creative and flexible in developing and assessing new ideas and ways to evolve Georgia Regents University into the future.
- Proven ability to see the big picture but also dive into the details when necessary.
• Passionate, motivational leader able to craft an effective yet efficient plan and execute.
• Self-confident, likes a challenge, and is willing to take risks.
• The highest personal integrity and ethics, with a visible commitment to the mission of Georgia Regents University and Health System.

Candidate materials will be received by:
Carolyn H. Burns, PHR
Interim Director, Talent Acquisition and Management
Assistant Director for Executive Search
Georgia Regents University
executivesearch@gru.edu

All candidates are required to successfully pass a Background Check review.

AA/EEO/Equal Access/ADA Employer