

CAREER OPPORTUNITY

EXECUTIVE DIRECTOR OF POLICE ACCOUNTABILITY POLICE ACCOUNTABILITY BOARD (PAB)

CITY COUNCIL & CLERK'S OFFICE | CITY OF ROCHESTER, NEW YORK | ANNUAL SALARY: \$97,769 – \$128,918 DOE/DOQ

IT'S TIME TO REIMAGINE PUBLIC SAFETY! The City of Rochester's Police Accountability Board (PAB) is Executive Director of Police Accountability (Executive Director) to lead a team of up to 32 staff and oversee an approximate budget of \$3.5 million. They will be passionate about serving the scenic, historic, and innovative community of Rochester. The PAB's mission is to ensure public accountability and transparency over the powers exercised by sworn officers of the Rochester Police Department. Instituted by a community vote of over 70%, it serves as a mechanism for civilian oversight of law enforcement in the City, aiming to ensure that police officers uphold their duty to serve and protect the community while also holding them accountable for their actions. The Executive Director will report to the nine-member volunteer Board of Directors and oversee five divisions that serve to investigate reports of officer wrongdoing, manage open cases, recommend improvements to policy and procedures, ensure community engagement, and operate the PAB business effectively. The ideal candidate is a decisive, collaborative, and visionary leader who demonstrates a passion for fair oversight of law enforcement, creativity, innovation, and a flexible mindset. They should possess excellent judgment, objectivity, integrity, and the ability to work within governmental structures, build functional and collaborative teams, and hold themselves and staff to a high standard of performance. *Apply today to lead a transformative organization in the pursuit of positive policing!*



 CLICK ICONS 

COST OF LIVING IS
11.4% LOWER
THAN NAT'L AVERAGE



THE 9-DAY **ROCHESTER**
JAZZ FESTIVAL CELEBRATES
THE MUSIC OF THE WORLD!

TOURISTS COME FROM
AROUND THE WORLD FOR THE
ANNUAL LILAC FESTIVAL!



HOME TO
**14+ COLLEGES &
UNIVERSITIES**

LOCALS LOVE THE ANNUAL
PARTY IN THE PARK,
A SIX-WEEK CONCERT SERIES IN
THE MARTIN LUTHER KING JR. PARK



THE COMMUNITY

ROCHESTER, NEW YORK, OFFERS A UNIQUE blend of urban amenities and natural beauty. With a population of approximately 211,000 residents, Rochester maintains a vibrant family atmosphere in bustling tree-lined neighborhoods. The City's rich history, particularly in innovation and technology, is evident in its numerous museums, including the George Eastman Museum and the Strong National Museum of Play. Flowing through the heart of the city, the Genesee River serves as a focal point for both recreational activities and industrial heritage, while Rochester's proximity to the picturesque Finger Lakes region provides ample opportunities for adventure, including hiking, boating, and wine tasting. The Rochester community celebrates a rich tapestry of diversity, encompassing a vibrant array of cultures, ethnicities, and backgrounds. This diversity is reflected in the city's culinary scene, cultural festivals, and vibrant neighborhoods, fostering a sense of inclusivity and mutual respect among residents.



THE CITY & COUNCIL

THE CITY OF ROCHESTER has a staff of approximately 3,500 dedicated employees and operates with an approximate budget of \$675 million, in service of the City's residents. The City Council & Clerk's Office serves as the legislative body and administrative hub for municipal affairs. Together, the City Council and Clerk ensure transparency, accountability, and effective governance in the City of Rochester. By fostering open dialogue, facilitating public participation, and upholding the principles of democratic governance, this Office plays a vital role in advancing the interests of diverse communities and promoting the City's growth and prosperity.



ABOUT THE ROCHESTER PAB

IN 2019, ROCHESTER RESIDENTS overwhelmingly voted to amend the City's constitution (City Charter) to create the PAB. The goal is to bring about full transparency and accountability of findings, practices, policies, and procedures of the RPD. The PAB operates separately from the RPD and has the authority to investigate complaints of police misconduct, such as excessive use of force and harassment. It also has the power to recommend disciplinary action against officers found to have engaged in wrongdoing. The Executive Director reports to the PAB nine member board comprised of Rochester residents who serve as volunteers; four appointed by the City Council, one appointed by the Mayor, and four appointed by the **PABA** (Police Accountability Board Alliance), an informal association of community organizations working to bring the issue of police accountability to the attention of the people of Rochester. The PAB has 32 staff serving five Divisions:

CLICK
LINK

Case Management Division: Accept complaints from the public and actively passes cases to the Investigations Division for review.

Investigations Division: Holds sworn officers of the RPD accountable through independent investigations into potential wrongdoing.

Operations Division: Ensures the Board operates accessibly, functionally, and transparently.

Public Affairs & Community Engagement Division: Ensures the community is educated about our public safety system and is engaged in all parts of PAB's work.

Policy and Oversight Division: Oversees the policies, practices, and procedures that constitute Rochester's policing system and creates proposals to keep citizens safer.



LEARN MORE

PAB OFFICIAL WEBSITE

HISTORY, PROCESSES + RECENT SUCCESSES OF THE PAB

DATA + REPORTS





THE JOB

THE EXECUTIVE DIRECTOR will oversee a growing staff and a current operating budget of \$3.5 million. They will be a collaborative and decisive leader and effectively interface with the community, media, stakeholders, executive staff, board, and elected officials. They will oversee the work of staff, make recommendations on open cases, review evidence and investigations and share statistics, data, and reports with the Board and community. Published reports will also reflect the PAB's successes, updates, policy recommendations, and case tracking numbers. They will focus on developing policies and drive the organization's initiatives forward in cooperation with existing governmental processes.

In addition to their work as an administrator, they will work towards effectively fulfilling the mandates of City Charter Article XVIII, while cultivating a positive, transparent, productive, and accountable culture. This positive culture will also focus on building effective relationships, mending bridges, and building trust between the PAB, community, council, and the police department.

THE IDEAL CANDIDATE

THE IDEAL CANDIDATE WILL HAVE EXPERIENCE in civil and human rights, specifically with regards to law enforcement and community relations. Prior work in policy is ideal for this position, as is experience in establishing and maintaining relationships with stakeholders. The successful Executive Director will be warm and engaging, with the ability to listen to a variety of viewpoints and be flexible and decisive. This candidate will have experience and function effectively within a municipal structure. They are able to work effectively with a diverse population, including various racial and ethnic groups, people with disabilities, the LGBTQ+ community, the unhoused, and residents with mental illness. They will be confident while having difficult conversations, allowing for an open exchange of ideas. The ideal Executive Director demonstrates excellent judgment, transparency, unwavering integrity, and a passion for the Rochester community!



The ideal candidate will demonstrate the following core competencies:

Vision: Seeks new and innovative ideas; envisions a positive future for the RPD and the PAB.

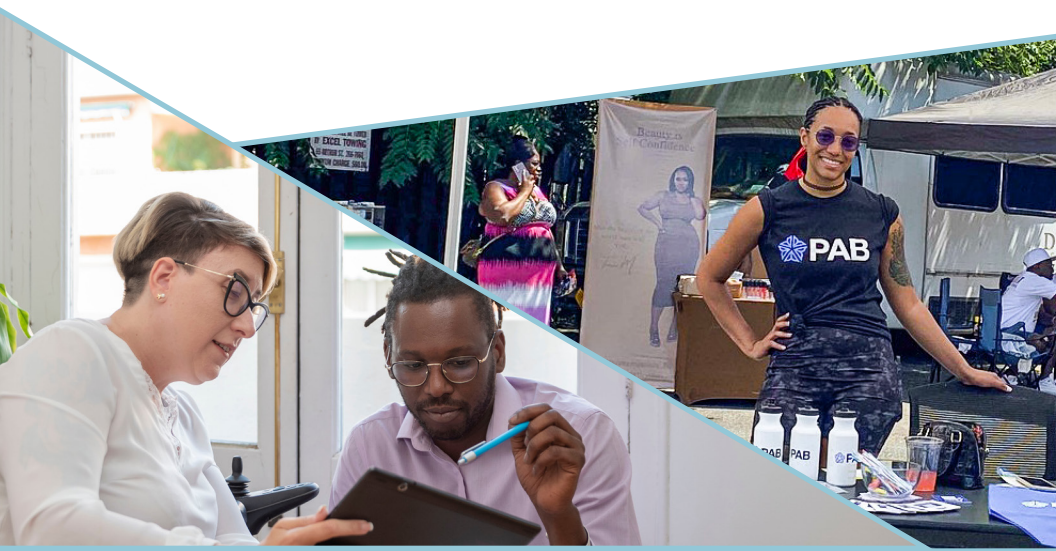
Business Mindset: Understands the core functionalities of a functional business and works to build, revamp, or implement best practices.

Results Orientation: Uses data to inform policy decisions, draft legislation, and create change.

Fiscal Leadership: Acts as a good steward of organization's funds.

Public Speaking: Demonstrates confident public speaking abilities and can act as the voice of the organization.

Organizational and Talent Development: Effectively recruits talented staff members and mentors them in the advancement of their careers, and able to build a positive and effective organizational culture that runs as an efficient business.



DESIRED QUALIFICATIONS

- ▶ A Juris Doctor and license to practice law in the State of New York.
- ▶ An advanced degree in public administration, criminal justice, or similar discipline.
- ▶ Experience with highly confidential and sensitive information.
- ▶ Strong written and oral communications skills.

MINIMUM QUALIFICATIONS

- ▶ **Education:** A bachelor's degree from an accredited college or university in criminal justice, public administration, law, or a related discipline.
- ▶ **Experience:** A minimum of five years of management experience in project management, including: the development of procedures, budget preparation, and participation in policy formulation; researching, investigating, analyzing, reporting on complex issues relevant to the community; agency supervision; and working with a Board of Directors.
- ▶ **Certifications:** NACOLE Certified Practitioner of Oversight or ability to obtain the certification within two years of hire.

ADDITIONAL REQUIREMENTS

- ▶ **Residency:** The chosen candidate will be required to be either a current City of Rochester resident or agree to establish City residency within one (1) year of hire. City of Rochester residency will be required throughout the incumbent's tenure in this position.
- ▶ **Schedule:** Flexibility to work evenings and weekends is required.





SALARY & BENEFITS

An annual salary of **\$97,769 – \$128,918 DOE/DOQ**, plus a generous benefits package that includes:

New York State
Workers' Compensation
Insurance

Federal Social
Security/Alternative
Retirement System

New York State
Unemployment
Insurance

Health, Dental, and
Vision Insurance

Long Term Disability

Deferred Compensation

Life Insurance/Death
Benefit

Flexible Spending
Account Program

Parking/Transit
Reimbursement
Account

Tuition Assistance
Program

Employee Assistance
Program

Paid Vacation, Sick
Time, and PTO

HOWto APPLY

For first
consideration,
apply by
APRIL 9 at:

WBCP
JOB
BOARD



SECURE THE DATES

Virtual interviews will be held on **MAY 8**.
Finalists will move forward to a round two,
in-person interviews on **MAY 17**. Selected
candidates must be available for all dates.

Please contact your recruiter,
Wendi Brown, with any questions:

wendi@wbcpsc.com

866.929.WBCP (9227) toll-free

541.664.0376 direct

EQUAL OPPORTUNITY EMPLOYER

The PAB strongly encourages people of color, people with disabilities, veterans, women, and lesbian, gay, bisexual, and transgender, and gender non-conforming persons to apply.



POLICE
ACCOUNTABILITY
BOARD

