

Class Concept

This is supervisory and administrative work in directing the law enforcement work performed at North Carolina state buildings and grounds. Employees develop and implement policies, and oversee the activities of the Police Officers and other support staff. Observes and recommends changes in agency structure and allocation of manpower. Employee identifies, applies and administers funds from alternative sources including grants or federal and/or state funds. Position is responsible for supervising first-line supervisors, and performs associated human resources duties to include: hiring, training, coaching, mentoring, evaluating employee's performance, and issuing disciplinary actions. Employee is a sworn law enforcement officer and is responsible for enforcing state laws and regulations, investigating criminal offenses and responding to calls for service at state buildings and grounds. Employee may act in the place of the Police Director II in his/her absence.

Recruitment Standards

Knowledge, Skills, and Abilities

- Thorough knowledge of criminal and traffic laws, investigative techniques, case preparation, and standard law enforcement equipment.
- Thorough knowledge of and skill in standard law enforcement equipment, its care and safe use according to Departmental policy.
- Working knowledge of principles of supervision, management, budgeting, human resources, policy making, policy implementation, and policy analysis.
- Ability to ensure appropriate response to critical incidents.
- Ability to establish operating standards and procedures to comply with state and federal rules and regulations.
- Ability to evaluate and allocate resources, plan procurement, and oversee budget and contracts.
- Ability to identify strategic issues facing the area of public safety.
- Ability to communicate effectively through interpersonal interactions and written documentation.

Minimum Education and Experience

Bachelor's degree from an appropriately accredited institutions and four years of experience in law enforcement, two of which must have been supervisory in nature, or an equivalent combination of education and experience.