



Investigations Supervisor (Manager II, Exempt) Job # 2021-00179

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| SALARY: | \$44.71 - \$67.09 Hourly |
| LOCATION: | Office of Police Accountability: 720 3 rd Avenue, Seattle, WA |
| JOB TYPE: | Civil Service Exempt, Regular, Full-Time |
| SHIFT: | Day |
| DEPARTMENT: | Office of Police Accountability |
| BARGAINING UNIT: | Not represented |
| CLOSING DATE | Wednesday, February 10 – Tuesday, March 9, 2021 at 4pm |

POSITION DESCRIPTION:

The Office of Police Accountability (OPA) has an opportunity for an Investigations Supervisor. This position will be responsible for ensuring that administrative investigations into allegations of Seattle Police Department (SPD) employee misconduct are conducted by investigators in a thorough, timely, and objective manner. This position will report to the Director of OPA.

JOB RESPONSIBILITIES:

- Supervise complex, sensitive, and sometimes high-profile investigations into allegations of Seattle Police Department employee misconduct. This role is responsible for the investigation of senior sworn staff misconduct allegations
- Manage a team of sworn law enforcement, civilian investigators, and a community engagement specialist staff member
- Conduct investigations into allegations of misconduct involving SPD Lieutenants, Captains, and Command Staff
- Prepare written summaries of administrative misconduct investigations consistent with applicable collective bargaining agreements
- Develop expertise in SPD training and tactics, police use of force, and possess a strong understanding of federal and state constitutional law as it applies to police officer conduct
- Interpret and implement policies, procedures, and operating guidelines related to the investigation of complaints of police misconduct
- Develop expertise in SPD training and tactics, police use of force, and possess a strong understanding of federal and state constitutional law as it applies to police officer conduct
- Represent the OPA with internal and external stakeholders in matters relating to police accountability
- Serve in an equitably shared, on-call rotation with other investigations team leaderships staff to respond to SPD's Force Investigation Team's Type III-level force investigations as required



QUALIFICATIONS:

A graduate degree with at least 3 years of working in criminal, civil, employment, constitutional, or another related area of law, OR a law degree and at least 2 years of working in criminal, civil, employment, constitutional, or another related area of law, OR relevant education and at least three years as a supervisor in a criminal justice environment.

DESIRED QUALIFICATIONS:

- Experience in investigations, litigation, or law enforcement and/or criminal justice, preferably including supervision of investigations and investigatory personnel
- Ability to analyze complex information, weigh evidence and credibility of witnesses, and develop logical conclusions
- Ability to maintain objectivity and mitigate the effects of personal bias
- Strong written, verbal communication, organizational, and case management skills
- Strong interpersonal skills and the ability to dynamically lead both sworn and civilian employees
- Demonstrated interest in the field of police accountability
- Demonstrated ability to produce high-quality written work despite short timelines
- Demonstrated experience and/or interest in working with marginalized communities and communities of color

POSITION REQUIREMENTS:

- May NOT have been formerly employed as a sworn member of the SPD
- Job offer will be contingent upon the completion of an SPD background check, which includes a criminal history review
- Ability to work a flexible schedule and travel to off-site meetings as needed

WHO MAY APPLY:

This position is open to all candidates who meet the qualifications. The Seattle Human Resources Department values diverse perspectives and life experiences. Applicants will be considered regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, sexual orientation, or gender identity.

HOW TO APPLY:

- Fill out an application at www.governmentjobs.com/careers/seattle
- Attach a resume and cover letter that provide additional information on why your skills and experience make you qualified for *this job*
- Incomplete applications will not be considered
- If you have questions, please contact Charles Gilmore at charles.gilmore@seattle.gov