



Code: 9782
Family: Public Safety
Service: Public Safety
Group: Non-Competitive Group
Series: Exempt

CLASS TITLE: DEPUTY SUPERINTENDENT

CHARACTERISTICS OF THE CLASS

The Deputy Superintendent classification works to accomplish the department's mission to serve the community and protect the lives, rights, and property of all people in Chicago.

Under direction of the Superintendent of Police, this class title functions as an executive Command staff position which can be designated as a sworn or civilian position depending upon the area of oversight (e.g., Office of Constitutional Policing and Reform Management, Office of Operations, the Training and Support Group, Research and Development, Risk Management, etc.); and performs related duties as required

ESSENTIAL DUTIES

The class title oversees the work of Chief and Director level classifications responsible for managing a bureau or division within the Chicago Police Department in the following capacities:

- **Sanctity of Human Life.** The Department's highest priority is the sanctity of human life. The concept of the sanctity of human life is the belief that all human beings are to be perceived and treated as persons of inherent worth and dignity, regardless of race, color, sex, gender identity, age, religion, disability, national origin, ancestry, sexual orientation, marital status, parental status, military status, immigration status, homeless status, source of income, credit history, criminal record, criminal history, or incarceration status. Department members will act with the foremost regard for the preservation of human life and the safety of all persons involved
- Directs bureau/division operations by working to protect the lives, property, and rights of all people, maintains order, and enforces the law impartially. Ensures bureau/division provides quality police service in partnership with other members of the community and strives to attain the highest degree of ethical behavior and professional conduct at all times
- Direct and oversee the development and implementation of reform, the establishment of plans and projects along with timelines to address the goals of the Consent Decree such as performance management, promotional process, training, and transparency (external and internal). Supports the management of reform projects and ensures implementation throughout the Department
- Manages CPD administrative functions such as Field Services, Records Inquiry, Performance Management, Training Division, and Professional Counseling
- Ensures that administrative support sections provide effective and timely delivery of services that support Police operations, as well as monitoring efficiency and seeking continuous improvement
- Represents the Superintendent of Police and/or First Deputy Superintendent at meetings with City officials, governmental agencies, and community organizations, etc.
- Ensures that Professional Services have the resources (staff and other resources) to address substance abuse, counsel personnel on issues related to duties, relationships, and provide services to personnel and their families regarding a traumatic event, death of a family member, stress related to internal family issues, financial problems, and health issues (physical, mental)
- Manages the development, maintenance, and communication of measurement / dashboard to ensure accountability, effectiveness, and transparency

CLASS TITLE: DEPUTY SUPERINTENDENT

-
- Assists in directing a culture of wellness to help officers manage their stress and trauma appropriately, reduce officer suicides, and improve morale.
 - Assists in building productive relationships with the District Councils and the Community Commission for Public Safety and Accountability.
 - Assists in directing forward-looking systemic reforms to bring the Department into full operational compliance with the requirements of the Consent Decree.
 - Utilizes impartial policing strategies, principles, and best practices to promote fairness, eliminates bias, and build community trust, as required
 - Utilizes de-escalation strategies and skills to avoid, mitigate, or minimize force during community-policing encounters, as required
 - Practices procedural justice strategies by giving voice, neutrality, respect, and trustworthiness in policing actions, as required
 - Complies with department rules, regulations, and policies and all Federal, State, and Municipal laws that govern the activities of Police Officers
 - Takes steps to build, maintain, and improve professional skills through participation in mandatory training and education, and through the use of other resources made available by the department
 - Takes steps to build and maintain personal fitness and wellness by taking care of one's overall health and accessing resources made available by the department

NOTE: *The list of essential duties is not intended to be inclusive; there may be other duties that are essential to particular positions within the class.*

MINIMUM QUALIFICATIONS**Education, Training, and Experience**

- This is a Shakman-Exempt position, minimum qualifications subject to change depending on appointment of the Superintendent of Police.
- Desirable qualifications consist of the following:
 - Bachelor's degree from an accredited college or university
 - Graduate degree preferred
 - Extensive experience as an executive in charge of critical functions in a mid-size or large law-enforcement agency
 - Certified Sworn Law Enforcement Officer in the State of Illinois or eligible to be a Sworn Law Enforcement Officer in the State of Illinois (if position is designated to work in a Sworn capacity)

Licensure, Certification, or Other Qualifications

- Must have a Firearm Owner's Identification (FOID) card issued by the State of Illinois (if position is designated as a Sworn position)
- Valid State of Illinois Driver's License

WORKING CONDITIONS

- Police facility environment
- Travel anywhere within the boundaries of the City of Chicago as well as domestic and international as required

- Department operates twenty-four (24) hours a day, every day of the year, including weekends and recognized holidays
- Exposure to outdoor weather conditions, including extreme weather situations
- Exposure to hazardous or life-threatening situations

EQUIPMENT

- Computers and peripheral equipment (e.g. personal computer, computer terminals, mobile data computers)
- Standard office equipment
- Two-way radios
- Handcuffs
- Specialized safety equipment (e.g., bulletproof vest, helmet, etc.)
- Transportation (e.g., car, bicycle, motorcycle, Segway, etc.) and associated equipment
- Body worn camera
- In-car camera
- Personal defense weapons (e.g., baton, taser, handgun, rifle, shotgun, handheld chemical agent, etc.)

PHYSICAL REQUIREMENTS

- None

KNOWLEDGE, SKILLS, ABILITIES, AND ATTRIBUTES

Positions assigned to executive leadership roles within the Chicago Police Department are expected to possess the following knowledge, skills, abilities and attributes.

- Commitment to upholding high moral standards and values; including acting in accordance with an ethical and honorable code of conduct in both personal and professional situations (e.g., remaining fair and firm in actions and judgments) to earn the trust and respect of the communities we serve
- Track record of successfully implementing mission-driven crime-reduction strategies
- Commitment to the timely implementation of consent decree requirements and ability to obtain buy-in at all levels of the department (prior work with a federal monitor or similar process would be highly beneficial)
- Demonstrated commitment to holding supervisory personnel accountable for the timely and effective execution of organizational policy by individuals under their command
- Experience implementing data-driven initiatives to deploy personnel and resource management to achieve crime reduction and maintaining a robust data management infrastructure
- Exemplary and proven record of working with diverse populations and interest groups found within a major urban city and of integrating community input into the planning and implementation of police services
- Commitment to and demonstrated experience expanding and maintaining a diverse and inclusive workforce that reflects the population it serves
- Commitment to implementing impartial policing ensuring department members provide services equitably to all members of the public without bias and will treat all persons with the courtesy and dignity which is inherently due every person as a human being without reference to stereotype (i.e., race, color, ethnicity, religion, homeless status, national origin, immigration)

CLASS TITLE: DEPUTY SUPERINTENDENT

status, gender identity or expression, sexual orientation, socio-economic class, age, disability, incarceration status, or criminal history)

- Commitment to procedural justice ensuring department members utilize techniques for communicating with complainants and members of the public to bolster relationships and promote positive change through fairness in the process, transparency in actions, promoting opportunities or voice, and providing impartiality in decision making
 - Commitment to ensuring members utilize de-escalation techniques through the use of distance, speech, tone, empathy, and other tools to peacefully resolve a situation and minimize the need to use force; only use force that is proportional to the threat faced and immediately reduce the level of force as the threat diminishes
 - Commitment to community policing by building strong community partnerships and positive interactions to effectively engage with the public in problem-solving techniques, which include the proactive identification and analysis of issues in order to develop solutions and evaluate outcomes
 - Demonstrated ability to motivate police officers to effectively address criminal conduct, while at the same time avoiding excessive force, corruption, verbal abuse, or other misconduct which undermine the public's trust in the department
 - Administrative, budgetary, and strategic management skills needed to assist in the direction of a large complex police agency
 - Outstanding skills in communicating and interacting with the media, community organizations, elected officials, and the general public
 - Experience dealing with labor-management issues and the ability to work effectively with employee unions
 - Demonstrated experience in addressing officer mental health and wellness
 - Willingness and ability to work with other law-enforcement agencies (e.g., Office of the State's Attorney, Department of Homeland Security, Federal Bureau of Investigation, U.S. Attorney's Office, other U.S. Department of Justice agencies, state and local police agencies) on general crime-related issues and anti-terrorism efforts in a manner that is consistent with the rules set forth under the ordinances of the City, laws of the State of Illinois, U.S. Constitution and the rules and regulations of the Board
-

All employees of the City of Chicago must demonstrate commitment to and compliance with applicable state and federal laws, and City ordinances and rules; the City's Ethics standards; and other City policies and procedures.

The City of Chicago will consider equivalent foreign degrees, accreditations, and credentials in evaluating qualifications.

* May be required at entry.

City of Chicago
Department of Human Resources
Previously updated: September, 2021
Current version: October, 2023