

**POLICE BOARD
CITY OF CHICAGO**

**APPLICATION FOR THE POSITION OF
SUPERINTENDENT OF POLICE
November 21, 2019**

The Chicago Police Board (the “Board”) is conducting a national search for qualified candidates for the position of Superintendent of the Chicago Police Department. When a vacancy in the Superintendent’s position occurs, the Board is required by the Municipal Code of Chicago to nominate three candidates for the position. The Board submits its list of three nominees to the Mayor, who appoints the Superintendent from the Board’s list with the advice and consent of the City Council.

CHICAGO POLICE DEPARTMENT

The Chicago Police Department (the “Department”), the nation’s second largest police agency, serves a diverse population of about 2.7 million persons residing within Chicago’s 228 square miles. The Department strives for proactive and constitutional policing, transparency, accountability, and an overall commitment to professionalism among its officers.

While the Department faces challenges, the Department is poised to make great strides with the right leadership. A recent Department expansion increased the number of police officers to over 13,000. The City of Chicago has made and will continue to make significant investments in violence-prevention programs, equipment and officer training, including the building of a state of the art training facility situated on 30 acres that is expected to be completed in 2021.

Information about the Department’s organization, budget, and activities will be available on the Board’s website at ChicagoPoliceBoard.org.

SUPERINTENDENT OF POLICE

As the chief executive officer of the Department, the Superintendent of Police is responsible for the general management and control of the Department, and has the full and complete authority to administer the Department in a manner consistent with the ordinances of the City, the laws of the state, the U.S. Constitution, and the rules and regulations of the Board. The Superintendent reports directly to the Mayor. There is no fixed term of office.

MINIMUM REQUIREMENTS

The Chicago Municipal Code requires all City employees to reside within the City limits. If the successful candidate is not currently a Chicago resident, he or she must be prepared to relocate within the shortest feasible time after being appointed.

The Board expects a successful candidate to possess the following minimum qualifications:

- a bachelor's degree from an accredited college or university;
- a graduate degree from (or successful completion of a significant number of graduate-level courses at) an accredited college or university, or the successful completion of advanced law enforcement and leadership training at a recognized institution, such as the FBI National Academy or Northwestern University's School of Police Staff and Command; and
- extensive experience as a high-level executive in charge of critical departmental functions in a mid-size or large law-enforcement agency.

KEY ATTRIBUTES

The Board expects a successful candidate will demonstrate the following key attributes presented in the candidate's submission materials:

- a professional and personal history reflecting the highest standards of integrity;
- a track record of successfully implementing mission-driven crime-reduction strategies;
- a 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;
- an 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;
- a commitment to and demonstrated experience expanding and maintaining a diverse and inclusive workforce that reflects the population it serves;
- a 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;
- extensive experience in devising and implementing plans to address terrorism threats;

- administrative, budgetary, and strategic management skills needed to direct a large, complex police agency;
- outstanding skills in communicating and interacting with the media, community organizations, elected officials, and the general public;
- a commitment to and experience in implementing meritorious advancement based on demonstrated achievement, experience, and management skills;
- experience in dealing with labor-management issues, and the ability to work effectively with employee unions;
- demonstrated experience in addressing officer mental health and wellness; and
- a willingness and ability to work effectively with other law-enforcement agencies, including the Office of the State’s Attorney, the Department of Homeland Security, the Federal Bureau of Investigation, the U.S. Attorney’s office, other U.S. Department of Justice agencies, and 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, the laws of the state of Illinois, the U.S. Constitution, and the rules and regulations of the Board.

In addition, the Board will be reaching out to stakeholders—community members and organizations, CPD officers, elected officials, and others—and listening to their views on the professional experience and personal qualities the successful candidate needs to meet the challenges of leading the nation’s second largest police department.

APPLICATION PROCEDURES

To be considered for the position, the applicant must complete and submit the following items:

1. **A résumé** summarizing your professional and educational experience in a manner that addresses the minimum requirements and key attributes sought by the Board.
2. **A list of references.** Designate no more than four (4) persons who are prepared to serve as professional or personal references on your behalf. For each reference, provide the person’s name, title, address, telephone number, and e-mail address. Briefly describe the context in which you know the person. At least two references should be from *outside* the professional law enforcement field; and it is preferable that one of these two references be a leader from a community group with whom you have worked. References should be prepared to address your character, reputation, and qualifications to serve as Superintendent of the Department. *Please note:* It will be far more helpful to list references who know you well, but may not necessarily be well known to the Board, rather than listing highly-visible persons who do not know you well. References must not be related to you by blood or marriage. The Board (or its agents) will contact these references at its discretion, and may request written statements from the references.

In addition to listing references, you may have up to four (4) **letters of recommendation** submitted on your behalf. If you choose to request such letters, they should be from individuals who know you well (the individuals need not be the same as those on your list of references). The letters must be sent by the writer *directly* to the office of the Board.

3. **Video Essay.** You are required to submit a video essay in which you present *your experience* in:
- a. Developing and implementing a mission-oriented and proactive crime-reduction strategy;
 - b. Leading major organizational reforms in a wide variety of areas, including training, accountability, officer wellness and support, and other areas addressed by the Consent Decree entered in *Illinois v. Chicago*; and
 - c. Creating and carrying out a vision of community relations that builds trust between police officers and the communities they serve.

The video shall be no longer than 20 minutes. The video must be clear and understandable, but need not be professionally produced. The video file must be in either .mp4 or .mov format, and may be submitted on a disc or a flash drive.

Do not include with your application awards, diplomas, certificates, or other material not specified in the numbered items above (although links to professional profiles are welcome). The use of elaborate binding is discouraged.

Applicants must submit two (2) copies of all required material to:

Chicago Police Board
Attn: Max A. Caproni, Executive Director
30 North LaSalle Street, Suite 1220
Chicago, Illinois 60602

All inquiries concerning the application process should be directed to Executive Director Caproni (Max.Caproni@cityofchicago.org, 312-742-3259). Application materials will not be returned to applicants.

To be considered for the position, all required material must be received in the office of the Board by 5:00 p.m. Central Time on Monday, January 13, 2020.

Any material omission or misstatement in your application materials which come to the Board's attention will be grounds for your immediate disqualification from the selection process.

The Board will notify candidates whom it wishes to interview. After receiving permission from the applicant, references may be contacted by the Board or its agents. Candidates who are interviewed may also be subject to background investigations and may be asked to furnish additional information. All potential applicants are advised that the selection process will be conducted on an accelerated basis. The amount of time allowed for responding to supplementary inquiries and for scheduling interviews will of necessity be very short. As part of the process, you may be asked to complete an authorization to conduct a background investigation and execute a confidentiality agreement.

The Board will make every effort to maintain confidentiality regarding all inquiries, applications, interviews, and other matters pertaining to individual applicants. However, please note that the names of the three nominees that the Board submits to the Mayor will become public. In the event that you are selected as one of the three nominees, you will be notified in advance of any official public announcement regarding your status. The three finalists whom the Board submits to the Mayor may also be asked to appear at community events, may be interviewed by the Mayor and/or her staff, and may be called upon to provide further information.