

SUCCESS STARTS HERE

# COME JOIN OUR TEAM!

*Do the work you love while making a positive impact for Goldsboro's residents.*

## POLICE MAJOR

**APPLICATION DEADLINE: February 28, 2023**

**Hiring Range: \$72,607.91 - \$114,720.80**, depending on skills and qualifications.



The recruitment and selection process is being managed by City of Goldsboro & Developmental Associates

# GOLDSBORO, NORTH CAROLINA

Located in North Carolina's coastal plain, Goldsboro is a city like no other. Goldsboro sits amid (one hour in each direction) the cities of Raleigh, New Bern, Greenville, and Fayetteville. The City is also just over an hour from the center of Research Triangle Park and, in the other direction, the beaches of Wilmington and Wrightsville. Goldsboro is politically, geographically, economically and strategically positioned to continue to grow as a center of commerce, nationally recognized military stewardship (home to Seymour Johnson Air Force Base), tourism, and education (seventeen colleges and universities are located within an hour's drive). The City prides itself on being a safe and secure community with a strong and diverse economy and an exceptional quality of life for its citizens. Goldsboro is viewed as a model of excellence in government as well as a city of racial and cultural harmony. The City is recognized for its high quality of family life, thriving agribusiness, and as the home of Seymour Johnson Air Force Base.

Goldsboro is centrally located in Eastern North Carolina with a population of over 35,000 citizens served by approximately 482 full-time and approximately 200 part time seasonal employees encompassing 15 departments. The city is governed by seven (7) elected council members, each of whom serve a four (4) year term.

## MISSION

The Goldsboro Police Department works cooperatively with the public and within the framework of the United States Constitution and North Carolina law to protect the well-being and enhance the quality of life of our residents and visitors.

## VALUES

The City of Goldsboro is seeking a qualified, professional candidate who exhibits **Integrity, Service, and Accountability**.

This individual will assist in fulfilling our goals to provide:

- ◆ Safe and Secure Community
- ◆ Strong and Diverse Economy
- ◆ Exceptional Quality of Life
- ◆ Racial and Cultural Harmony
- ◆ Model for Excellence in Government



## ABOUT THE POSITION

An employee in this class performs complex professional protective service and difficult administrative work in directing the activities of a major division in the Police Department. An employee in this class is assigned special administrative and supervisory work assisting in the management of the Police Department and acts in the absence of the Chief when assigned. Responsibilities include supervising the operations, support services or investigative services divisions of the department; monitoring division budget expenditures, coordinating department hiring and promotional processes; responding to citizen complaints and concerns and conducting research on new programs and activities. Work includes conferring with and advising subordinate supervisors on police methods and personnel matters.





## ESSENTIAL JOB FUNCTIONS



## EDUCATION & EXPERIENCE REQUIREMENTS

- Supervises the work of multiple units within the police department and assists the Police Chief with departmental supervisory and administrative work; assists with decisions in unusual situations as circumstances permit; reviews and participates in hiring, promotions and disciplinary actions; serves in the absence of the Police Chief.
- Provides technical guidance to subordinate supervisors on police methods, personnel matters and on cases or concerns that are uncommon or likely to gain media attention.
- Meets frequently with unit supervisors to assess effectiveness of programs and activities; reviews reports for accuracy and thoroughness.
- Researches and recommends new and revised departmental policies and procedures.
- Takes calls from citizens regarding problems, complaints, requests, questions, and sometimes sensitive issues; investigates concerns; meets and confers with citizens, department staff, City management and others to identify proper response.
- Prepares budget requests for division and assists in formulation of departmental budget; researches prices of equipment, monitors budget expenditures and coordinates purchasing of equipment and supplies in the budget.
- Identifies training needs for subordinate employees and assists with scheduling appropriate training courses.
- Prepares and submits grant applications and monitors grant expenditures, once awarded, to ensure compliance with grant requirements.
- Monitors crime within the city to identify trends and special enforcement needs and coordinates work with other units within the department.
- Evaluates subordinates and monitors work performance for effective operating procedures.
- Performs other related duties as assigned.

### **Minimum Education and Experience**

- Twelve (12) years of progressively responsible law enforcement experience and at least two (2) years (full time) which have been served in the position of a Captain (for internal applicants) or an equivalent position (for external).
- Successful completion of Administrative Officer Management Program, Southern Police Institute, or equivalent is preferred.
- Possess the Advanced Law Enforcement Certificate.
- Or an equivalent combination of education and/or experience.

### **Special Requirements**

- Possession of a valid North Carolina Driver's License.
- Applicants must have current certification as a law enforcement officer in the State of North Carolina.

### **Notice to Out of State Applicants**

To be eligible for consideration as a lateral or out-of-state transfer, applicant must obtain North Carolina certification as a law enforcement officer within one year of employment. If not currently certified in North Carolina as a Police Officer, must have the ability to meet the lateral entry requirements as set forth by the North Carolina Criminal Justice Education and Training Standards Commission. These requirements can be found at the link below under "**Out-of-State Transfers.**"

**<https://ncdoj.gov/law-enforcement-training/criminal-justice/officer-certification-programs/law-enforcement-certification-applicants/>**

For a detailed job description and to apply online, visit: **<https://www.governmentjobs.com/careers/goldsboronc>**

**The City of Goldsboro is an Equal Opportunity Employer**



# COMPETITIVE BENEFITS PACKAGE

## PAID LEAVE

- 12 vacation days
- 12 days of sick leave
- Holidays: New Year's Day, Martin Luther King Jr. Day, Good Friday, Memorial Day, Juneteenth, Independence Day, Labor Day, Veterans Day, Thanksgiving (2 days), and Christmas (3 days)

## HEALTH BENEFITS

Medical, dental and vision  
Wellness credit of \$25 per month

## RETIREMENT

The city contributes 4% to the 401K for all non-sworn full-time employees and 5% for sworn police officers.

## TUITION REIMBURSEMENT

Once probation has been completed, tuition reimbursement is available to all full-time employees up to \$2500 per fiscal year for job-related courses or required courses leading to a job-related degree.

## PROFESSIONAL CERTIFICATION

Employees may receive advance payment of expenses for certification courses and materials.

### For additional information, contact:

City of Goldsboro Human Resources Department  
214 N. Center Street| Goldsboro, NC 27530

Phone: 919-580-4357 | Apply online: <https://www.governmentjobs.com/careers/goldsboronc>