



Village of East Dundee

120 Barrington Avenue, East Dundee, IL 60118

(847) 426-2822

www.eastdundee.net

Recruiting for the position of: Deputy Chief of Police

The Village of East Dundee is seeking qualified applicants for the full-time position of Deputy Chief of Police. Starting salary range is \$124,168 - \$137,350 DOQ. The Village of East Dundee offers a competitive compensation package and an excellent benefits package including medical insurance, paid vacation and sick leave and participation in the Article 3 Downstate Police Pension fund system, if eligible or alternative defined contribution retirement plan. The Deputy Chief of Police is an exempt, non-union position.

ABOUT EAST DUNDEE

The Village of East Dundee, a home rule community as defined by the Illinois Constitution, is located approximately 35 miles west of the City of Chicago, primarily in Kane County with a small portion in Cook County. According to the 2020 census, there were 3,152 residents. East Dundee encompasses approximately 3.1 square miles.

East Dundee is a vibrant, thriving community dedicated to supporting its residents and businesses. The Fox River is the western boarder of the Village, and the Fox River Bike Trail runs through the Village's historic downtown district.



Residents and visitors of East Dundee can enjoy an array of dining, retail, social and outdoor activities, including Santa's Village Amusement and Water Park. A picturesque historic downtown, with the former train depot (now a visitor center) in the heart of the district is home to many popular year-round special events hosted by the Village and outside organizations (e.g. weekly concerts, a St. Patrick's Day Parade, an annual Oktoberfest and Dickens Christmas festival).

The Village of East Dundee is governed by a President and six-member Board of Trustees operating under the Village Administrator form of government. Policymaking and legislative authority are vested in the Village Board, which among other duties, is responsible for passing ordinances, adopting the budget, appointing committees, and hiring the Village Administrator. The Deputy Chief of Police is hired by the Village Administrator, upon the recommendation of the Chief of Police, and the position reports directly to the Chief of Police.



The Village Administrator is responsible for carrying out the policies and ordinances of the Village Board, overseeing the daily operations of the Village, and appointing staff of the Village's operating departments. The Village Board is elected on a nonpartisan basis. Board members are elected to four-year staggered terms, with three members elected every two years. The Village president is elected to a four-year term. The Village President and Village Trustees are elected at-large.

The Village Board appointed a new Village Administrator, Erika Storlie, in December 2021 who has built an executive team comprised of an Administrative Services Director, Chief of Police, Public Works Director and Building Inspector. These changes have created a professional and forward thinking, team-building approach to municipal management, finances and customer service that has been embraced by the Village Board and can be seen within the Village's adopted [Strategic Plan](#).



The Village is committed to serving the community's needs and creating a fiscally responsible, sustainable infrastructure for the Village. The Village is a full-service community which operates its own Water and Wastewater Treatment Plants. Fire protection services are provided by the East Dundee Fire Protection District.

The Village Board of Trustees and Village Administration are committed to building a sustainable community through fiscal responsibility, while actively incentivizing private property redevelopment and infrastructure improvements through the Village's 9 Tax Increment Financing (TIF) Districts and 3 Business Development Districts (BDD).

ABOUT THE POLICE DEPARTMENT

In February of 2022, James Kruger, a 40-year law enforcement officer, 18 as a chief executive, was appointed as Chief of Police of the Village of East Dundee Police Department. In September 2022, the Deputy Chief, a 24-year police executive, assumed a new position as Chief of another community after serving in East Dundee for a year and a half, which created the open Deputy Chief position.

The East Dundee Police Department is currently staffed by 15 full-time sworn police officers, including a Chief of Police, Deputy Chief of Police, and four Sergeants. Also, there are six part-time sworn police officers, one part-time records clerk, and one full-time records clerk. One part-time Accreditation Manager was hired to maintain ILEAP accreditation and the Department. The full-time patrol officers and sergeants are represented by the Metropolitan Alliance of Police and work under a collective bargaining agreement.



The East Dundee Police Department fleet consists of six fully marked patrol vehicles and four unmarked vehicles. The Police Department operates out of a new Police Station in the heart of the downtown which renovation was completed in 2015.

Personnel are dispatched to calls for service by the QuadCom Regional Dispatch Center located in Carpentersville. This center is a 9-1-1 emergency dispatch system, which serves 6 police agencies and 4 fire agencies.

In addition to the normal law enforcement activities, the Police Department participates in community-oriented events including Police Station Open House, Coffee with a Cop, Shop with a Cop, Cop on Top, National Night Out, etc. The Police Department also offers community policing programs including House Watch, Premise Alert Program, Sex Offender List, Overnight Parking, Pet Programs, Child Safety Seat Inspections, and a Personnel and Delayed Traffic Crash Reporting System.

The East Dundee Police Department's active membership and participation in multi-jurisdictional units include the Kane County Major Crimes Task Force, Illinois Law Enforcement Alarm System (ILEAS), Kane County Accident Reconstruction Team, Kane County Emergency Management Assistance Team, Kane and Cook Counties Chiefs of Police Association and Illinois Association of Chiefs of Police

For more information, see the Department [Annual Report](#).



RESPONSIBILITIES AND DUTIES

The next Deputy Chief of Police for the Village of East Dundee can expect to be involved in handling of the following:

- Serves as the Acting Chief of Police in the absence of the Chief.
- Work closely with and assist the Chief of Police on the preparation, implementation, and oversight of all administrative policies, procedures, and operations.
- Supervise the Sergeants, patrol personnel, investigative personnel, equipment and facilities and training for the Department.
- Promote safety in the workplace and in all patrol and investigative activities.
- Allocate, assign and schedule shifts.
- Supervise the activities, performance, training and evaluations of patrol and investigative personnel.
- Serve as Department LEADS Coordinator.
- Plan and lead supervisory staff meetings.
- Work with Village Administration on news releases for significant incidents as necessary.
- Respond to the scene of major incidents, taking command of the investigations.
- Prepare annual budget for patrol and investigations.

PREFERRED QUALIFICATIONS

The Deputy Chief of Police is an integral part of the Village of East Dundee's Police Department Command Staff, requiring:

- A bachelor's degree from an accredited college or university in Criminal Justice, Law Enforcement Management, Public Administration, or related field. A master's degree is strongly preferred.
- Graduation from a police administration program such as NUCPS School of Police Staff and Command, FBI National Academy, or SPI Administrative Officers Course
- At least ten (10) years of progressively responsible experience in law enforcement including substantial experience in patrol, investigations, and police administration with at least five (5) years of experience as a Sergeant or above in a municipal police agency.
- Certified Illinois Law Enforcement Officer and eligible for certification waiver from the Illinois Law Enforcement Training and Standards Board.

PREFERRED MANAGEMENT STYLE

- Have complete personal and professional integrity, gaining respect and inspiring the trust and confidence of subordinates, co-workers and elected/ appointed officials, as well as the general public.
- Be a clear and concise communicator. Be able to present complex technical information to any audience in a manner that is understandable and jargon-free.
- Have a genuine passion for public service from both an internal, department standpoint and for service to the community; be devoted to customer, community, and departmental service.
- Be a highly motivated, goal-oriented leader with a proven ability to quickly earn respect, gain cooperation and communicate clear direction. Be able to give and take constructive criticism. Have a high-energy level and enthusiasm for meeting the challenges and responsibilities of the Deputy Chief's position; have a good work ethic.
- Be a critical analyst and creative thinker. Be imaginative in solving problems, encouraging and empowering employees to find new and better ways to get work done, while also applying, maintaining and respecting the regulatory framework that guides the delivery of municipal services.
- Be a positive and flexible team builder who is committed to the well-being of the staff, one who works with staff to identify departmental needs and find solutions which meet those challenges. Be a leader who both defends his/her staff when appropriate and holds the team accountable.
- Have the ability to set high standards of performance, productivity and initiative by Departmental personnel; be comfortable in recommending and administering disciplinary actions if necessary.
- Have the maturity and professional stature to project a strong professional and personal presence that will quickly establish credibility and gain respect within the Department, the Village, and the region.
- Be proactive, anticipatory, and innovative; be someone who can make difficult decisions and stand behind those decisions.
- Have an open, friendly personality and communication style and a calm demeanor; be one who can establish trust quickly with others.
- Knowledgeable of current trends bringing contemporary and fresh ideas to the Department.
- Demonstrate high level of experience in accessing community policing service models.

HOW TO APPLY

The employment application can be found on the Village's website at www.eastdundee.net or by clicking [here](#). Qualified candidates should submit a completed employment application, cover letter and resume by 4:00 pm on by Friday, October 28, 2022, by email to hr@eastdundee.net with the following subject line: VOED – Deputy Police Chief. **Please do not mail application and no telephone calls.**

The Village of East Dundee is an Equal Opportunity Employer.