



Lead with Purpose. Serve with Honor.

The City of Willmar, Minnesota, invites highly qualified and dynamic leaders to apply for the position of Police Chief.

This is an exceptional opportunity to take on a pivotal leadership role in a community that values safety, innovation, and collaboration.

Willmar is a vibrant city located in the heart of Minnesota, with a strong sense of community and a commitment to excellence in law enforcement.



the COMMUNITY

Surrounded by lakes, rolling hills, and rich farmland, the city of Willmar is located 100 miles west of the Saint Paul-Minneapolis metropolitan area. Willmar is a thriving city of approximately 21,410 residents, covering 15.5 square miles, Willmar is centrally located in Kandiyohi County in west-central Minnesota. Known for its rich agricultural heritage, beautiful parks, and family-friendly atmosphere, Willmar is a place where individuals can enjoy a high quality of life, excellent schools, and diverse recreational opportunities.



Willmar is situated at the intersection of U.S. Highways 12 and 71; it is connected to St. Cloud via Minnesota 23 and to western Minnesota via Minnesota 40. Railroads, which have dominated Willmar's history, continue to provide an important economic connection for Willmar's farm and non-farm products through the Burlington Northern Santa Fe (BNSF) Railway. Other transportation services include the Willmar Municipal Airport, Jefferson Bus Line, and Central Community Transit. The City of Willmar functions as a regional center for retail trade, medical care, education, and small manufacturing. The diversity of the city's economic base has provided steady growth and stability, enabling the area to weather economic downturns.

Home of Jennie-O Turkey, West Central Steel, Vaxxinova, and many other national and international businesses, Willmar is known as a regional hub of commerce combined with small-town charm with access to the amenities of a larger city. Willmar is a city with a forward-looking vision and a strong sense of civic pride.

Education: Public education services are provided by Willmar Public Schools, Independent School District 347. The District has an enrollment of over 4,000 students in kindergarten through grade 12. It employs approximately 635 certified and non-certified staff and operates three elementary schools, a middle school, a senior high school, and an alternative learning center. Willmar also provides other educational options, including Community Christian School, a K-12 private school, and the Dream Technical Academy, a public charter school for grades 7-12.

Post-secondary education programs are provided by Ridgewater College, which offers two-year associate degree programs and comprehensive general education that is fully transferable to four-year colleges and universities. Through its campuses in Willmar and Hutchinson, Ridgewater College serves more than 5,500 students and offers over 100 educational programs. Pioneerland Library System, with headquarters in Willmar, has over 32 member libraries serving residents in 9 West Central Minnesota counties.



the COMMUNITY

Recreation: The Willmar Lakes Area attracts locals and tourists who come to enjoy recreation, fishing, and other water sports. Golfing is available at the area's three 18-hole and two 9-hole courses. The area boasts over 41 city, county, and state parks, many with trail systems for hiking, biking, and horseback riding, and one that hosts the fabulous Dorothy Olson Aquatic Center which offers fun for all ages. Robbins Island is Willmar's largest regional park spanning 55 acres. The Island hosts seven shelters, a soccer field, disc golf course, a swimming beach, shore fishing, public boat access, and a Destination Playground, one of the largest fully accessible playgrounds in the U.S. During the winter, over 200 miles of groomed trails are available for snowmobiling and cross-country skiing while Sibley State Park and the Prairie Woods Environmental Learning Center are favorite spots for snowshoeing. Organized sports include baseball, softball, football, hockey, volleyball and soccer. Community education and recreation programs provided through a long-standing collaboration between the City and the School District offer activities ranging from aquatics and ice-skating to programs that explore the performing arts. Numerous events, concerts, and festivals occur throughout the year, including Rockin' Robbins, Willmar Fests, Welcoming Week and the Kandiyohi County Fair.



the ORGANIZATION

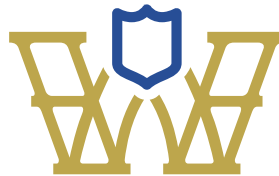


The City of Willmar is a charter city with a mayor and 8-member city council/city administrator form of government. The city administrator is responsible for the daily operations of the city. Reporting to the city administrator are the department directors (including the police chief). The council delegates operational authority to the city administrator who, in turn, delegates specific functional authority and budgetary responsibility to their department heads following the city charter, city ordinances, and council policies. The city has nine departments, including administration, community growth, human resources, police, fire, finance, planning and development, public works, parks and recreation. The police department works closely with all departments. The City's adopted 2024 budget is \$67.7 million and employs over 110 full-time equivalent staff members. The City is known for its strong fiscal stewardship and its healthy financial status.



the DEPARTMENT

The Willmar Police Department is committed to the safety, security, and well-being of the residents of Willmar. The department offers a range of services, from patrol and investigation to community outreach and crime prevention. The department prides itself on using innovative approaches to policing, fostering community partnerships, and prioritizing transparency and accountability. The Department operates with a budget of \$6.7 million and receives 17,000 – 20,000 service calls each year. The police chief is responsible for supervising the commissioned and non-commissioned staff.



WILLMAR
POLICE DEPARTMENT



Police Commission

The police chief works closely and assists with the three council appointed Police Civil Service Commissioners. The Police Civil Service Commission authority is authorized by Willmar City Council and by Minnesota Statutes, Chapter 419. The commission have absolute control and supervision over the employment, promotion, discharge, and suspension of all officers and employees of the police department.



WILLMAR
POLICE DEPARTMENT

Administration

The police chief, captain, administrative assistant and three clericals comprise this division. This division coordinates and administers all divisions within the police department by implementing policies and procedures, strategies for crime prevention and reduction. This division acts as a liaison between other city departments, members of the community and other criminal justice agencies.

Patrol/Investigations/Community Services

The department has various job descriptions within the department offering rotating positions between the Detective unit, Street Crimes Unit, Drug Task Force and School Resource Officers. Staff is comprised of 27 officers and 1 full-time Community Service Officer (two assigned to street crimes unit, one assigned as a drug task force agent, four assigned as detectives and 20 assigned to patrol duties). There are six Sergeants (four assigned as Patrol Sgt., one Detective Sgt., and one Community Outreach Sgt.) In 2023 the department terminated the four-school resource officer positions but is working with the Willmar School District to bring that assignment back into the rotation.

There are also three established services maintained by the Department: SWAT (10 members), Marksmen (4 members), and Crisis Negotiations Unit (4 members).



the POSITION WILLMAR POLICE DEPARTMENT

As Police Chief, you will be responsible for leading the Willmar Police Department, overseeing its operations, and shaping the future of public safety in our community. This is a crucial role that demands a dedicated, visionary, and community-focused leader.

Key Responsibilities:

- Provide leadership, direction, and oversight to the Willmar Police Department, ensuring effective delivery of public safety services.
- Foster a culture of professionalism, respect, and ethical behavior within the department.
- Develop and implement innovative strategies for crime prevention, community engagement, and improving quality of life.
- Build strong relationships with city leaders, residents, and regional partners.
- Ensure department policies and practices follow best practices, state, and federal regulations.
- Manage and allocate resources effectively, including budgeting, staffing, and equipment.
- Lead in the recruitment, training, and development of department personnel.
- Serve as the primary representative of the police department, engaging with the media and public as necessary.

Ideal Candidate:

- Proven leadership experience with at least 4 years in a command position.
- Knowledge of modern policing strategies, law enforcement technologies, and best practices in community policing.
- Excellent interpersonal and communication skills, with the ability to collaborate with diverse community stakeholders.
- A commitment to building and maintaining trust within the community.
- Strong decision-making abilities and sound judgment in high-pressure situations.
- A degree in criminal justice, public administration, or a related field is preferred. Post-graduate education and professional certifications are a plus.



the POSITION



WILLMAR

POLICE DEPARTMENT

Opportunities and Challenges:

1. The new chief will work with the Administration to develop and improve outreach efforts and communication with Willmar's diverse populations.
2. Recruiting to staff a full patrol complement of 35 patrol officers.
3. Implement new Tyler Technology e-ticketing services.

Education and Experience:

- Associate's degree in law enforcement and four years of command experience including at least two years at the rank of Lieutenant or above or six or more years at rank of Sergeant in the Willmar Police Department or a similar sized department or
- BA / BS degree in Criminal Justice or Public Administration, successful completion of executive police administration course (FBI Academy, Northwestern School of Police Staff & Command, Southern Justice Institute Police Executive Course, etc.), and four years of supervisory experience at the rank of Sergeant or above in the Willmar Police Department or a similar sized department.
- Licensed or eligible to be licensed as a police officer in the State of Minnesota.
- Must meet all state-mandated and employer-required certifications, medical, and other job-related qualifications.

How to Apply:

- All applications should be received online via the City's website: www.willmarmn.gov look for the employment tab located at the top of home page banner.

Last day applications will be accepted is January 6, 2025, 4:30 pm

- All questions should be directed to City Administrator, Leslie Valiant, 320-214-5160 or email lvaliant@willmarmn.gov

