

CRIME AND INTELLIGENCE MANAGER

Recruitment #2404-4988-001

List Type	Exempt
Requesting Department	Milwaukee Police Department
Open Date	5/3/2024 09:00:00 AM
Filing Deadline	5/24/2024 11:59:00 PM
HR Analyst	Jamie Heberer

INTRODUCTION

This non-sworn (civilian) position is exempt from Civil Service and serves at the pleasure of the Chief of Police.

Located on the western shore of Lake Michigan, Milwaukee is an urban hub bursting with energy. Milwaukee provides a casual sophistication – big city appeal without the big-city hassles. We are accessible and affordable, and our residents are welcoming. Milwaukee has evolved through the years, bringing together its unsurpassed charm with top-flight arts and cultural attractions, professional sports, lakefront festivals, recreational opportunities and great restaurants.

The City of Milwaukee is proud to employ a diverse workforce that is committed to providing exemplary service to the City's residents. If you have a passion for being part of an inclusive team of public servants, please consider the following opportunity.

PURPOSE

By directing a staff that performs analyses of crime trends, patterns, and series and collects and interprets data and statistics, the Crime and Intelligence Manager has a direct impact on the Milwaukee Police Department's (MPD's) geographic commands and investigations and outside agencies.

ESSENTIAL FUNCTIONS

Analysis, Assessment, and Reporting

- Apply analytical techniques to identify and analyze raw information to substantiate criminal patterns and trends and perform tactical analyses.
- Conduct tactical, strategic, and intelligence-led policing assessment of major crime.
- Correlate, integrate, and evaluate information from investigations to generate leads; prepare reports to document activities and summarize findings.
- Prepare reports, presentations, and maps that aid in efficient deployment of resources to prevent or control crime.
- Research and review new automated analytical tools in support of law enforcement strategic analysis, investigations, and intelligence activities.
- Review and analyze existing reports, data, and statistics to identify patterns and trends and to prepare reports and maps so that criminal activity can be predicted, monitored, or suppressed.
- Use computerized analytic tools to create charts, maps, timelines, and link diagrams to illustrate analytical findings, including target relationships, time sequence of events, and criminal hierarchies.

Supervisory and Training

- Conduct research, write reports, and deliver presentations to assist with the development of agency strategy.
- Develop curricula and provide training to MPD members in intelligence-led policing strategies.
- Educate law enforcement personnel on criminal findings, including data, trends, and forecasts.

- Lead and assist with special projects, meetings, presentations, and investigative efforts of the MPD.
- Manage, develop, and train a team of crime analysts.

Interagency Collaboration

- Participate in investigative efforts by meeting with law enforcement officers to identify intelligence requirements needed to support investigations and to report analytical findings.
- Provide training to other federal, state, and local law enforcement strategic and intelligence personnel.
- Work in partnership with associated federal, state, and local agencies, analysts, and investigators to facilitate information sharing in accordance with the National Criminal Intelligence Sharing Plan (NCISP).

We welcome qualified individuals with disabilities who are interested in employment and will make reasonable accommodations during the hiring process in accordance with the Americans with Disabilities Act (ADA) of 1990, as amended by the Americans with Disabilities Act Amendments Act (ADAAA) of 2008.

CONDITIONS OF EMPLOYMENT

- Persons offered employment must pass an MPD background investigation, medical examination, and pre-employment drug test.
- This is a first shift (8:00 a.m.-4:00 p.m.) position.
- Hours outside the regular work schedule will be required based upon operational demand.

MINIMUM REQUIREMENTS

1. Bachelor's degree in criminal justice, information management systems, computer science, or a closely related field from an accredited college or university.
2. Four years of experience performing strategic and criminal intelligence analyses, including three years of experience with relational database development and management and data mining.
3. Valid Driver's License at the time of appointment and throughout employment.

Equivalent combinations of education and experience may also be considered.

NOTICE: Please do not attach your academic transcripts to your employment application. The hiring department will verify candidates' education as part of the background screening process prior to extending any job offers.

DESIRABLE QUALIFICATIONS

- A master's degree in a related field from an accredited college or university.
- Experience working in a law enforcement environment.
- Experience teaching and/or presenting in the field of strategic, tactical, and criminal intelligence.
- Wisconsin Department of Justice Law Enforcement Standards Board (LESB) instructor certification.
- Certification as a Structured Query Language (SQL) Database Administrator (DBA).

KNOWLEDGE, SKILLS, ABILITIES & OTHER CHARACTERISTICS

Technical

- Ability to conduct strategic analyses to link with intelligence-led policing.
- Ability to read and understand documents such as laws, policies, and technical publications.
- Commitment to keeping apprised of innovative technologies and latest methodologies related to crime analysis.
- Knowledge of and skill in using sophisticated computer applications such as Structured Query Language (SQL) to conduct research and analyze data.
- Knowledge of crime reports, statistics, and data series.
- Knowledge of the integration of criminal and law enforcement data with socio-demographic and geographic data to understand why, where, and when criminal activity is taking place within the community.

- Knowledge of intelligence techniques, operations, and analytical procedures to effectively conduct analyses of criminal investigations and other large-scale intelligence projects involving interrelated subject areas.
- Knowledge of mathematics and statistics to understand and produce complex statistical reports.

Leadership

- A commitment to professional development and willingness to attend training and conferences.
- Ability to set progressive standards of performance, make assignments, and delegate tasks; direct work; and measure and evaluate work outcomes.
- Knowledge of management principles and practices, including the ability to effectively supervise, train, and motivate staff.

Communication and Interpersonal

- Ability to establish and maintain effective working relationships with sworn and civilian members, counterparts in the intelligence and law enforcement communities, representatives of City departments, elected officials, consultants, and the public.
- Ability to work cooperatively and fairly with people whose backgrounds may differ from one's own.
- Verbal communication and presentation skills to clearly present findings to command level officers and other local, state, and federal law enforcement officials.
- Written communication skills to transcribe findings in a concise and well-organized manner.

Professionalism

- Honesty and the ability to maintain the confidentiality and integrity of information and investigations coordinated, developed, and/or assisted by the MPD.
- Ability to exhibit professionalism, trustworthiness, and stewardship regarding city resources.
- Organizational skills and the ability to work effectively under pressure while handling multiple tasks.

CURRENT SALARY

The current salary range (Pay Range 1HX) is \$75,162-\$105,223 annually, and the resident incentive salary range for City of Milwaukee residents is \$77,417-\$108,380 annually. *Appointment above the minimum is possible based upon level of experience and other qualifications and is subject to approval.*

BENEFITS

The City of Milwaukee provides a comprehensive benefit program that includes the following:

- Defined Benefit Pension Plan
- 457 Deferred Compensation Plan
- Health and Dental Insurance
- Paid Parental Leave
- Comprehensive Wellness Program
- Onsite Clinic Services
- Onsite Employee Assistance Program
- Alternative Work Schedules
- Long Term Disability Insurance
- Group Life Insurance
- Tuition Benefits
- Paid Vacation
- 12 Paid Holidays
- Paid Sick Leave and other paid leaves
- Flexible Spending Arrangement
- Commuter Value Pass

For full details of the benefits offered by the City of Milwaukee, please visit <https://city.milwaukee.gov/der/benefits>.

SELECTION PROCESS

- Screening for this position will be based on an evaluation of each applicant's education, experience, and professional accomplishments, which should be detailed in a cover letter and resume.
- Cover letter and resume must be sent via email to Shrea Smith at shwhit@milwaukee.gov by 4:45 p.m. on **May 24, 2024**.
- Please indicate "Crime and Intelligence Manager" in the subject line of the email message.
- Questions relative to the selection process may be directed to Shrea Smith at shwhit@milwaukee.gov.
- The City of Milwaukee reserves the right to invite only the most qualified applicants to participate in the selection process.

INITIAL FILING DATE:

- The selection process will be conducted as soon as practical after **May 24, 2024**.
- Receipt of application materials may be discontinued at any time after this date without prior notice. However, recruitment may continue until the needs of the City have been met. The applicant is responsible for attending all phases of the job selection process at the time and place designated by the City of Milwaukee.

ADDITIONAL INFORMATION

Applications and further information can be accessed by visiting www.jobapscloud.com/MIL.

- Applications and transcripts should be submitted no later than the deadline listed above.
- If you would like assistance completing an application, please contact the Department of Employee Relations at (414) 286-3751 or staffinginfo@milwaukee.gov.
- The Department of Employee Relations is located in City Hall, 200 E Wells St, Room 706, Milwaukee, WI 53202.

CONCLUSION

EEO Code = 102

The City of Milwaukee values and encourages diversity and is an equal opportunity employer.