

# Police Information Systems Director

Recruitment #1906-0183DC-001

List Type	Exempt
Requesting Department	Milwaukee Police Department
Open Date	7/26/2019
Filing Deadline	8/16/2019 11:59:00 PM
HR Analyst	Jeff Harvey

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## 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 old world charm with a breathtaking Art Museum, top-flight arts and cultural attractions, professional sports, lakefront festivals, recreational opportunities and great restaurants.

## PURPOSE

The Police Information Systems Director position offers a unique opportunity to assist the largest law enforcement agency in the State of Wisconsin to plan, develop, and implement major technology initiatives to improve the overall efficiency of the Department. The Police Information Systems Director will be responsible for the planning and management of all information technology projects and the overall information environment with a current budget of approximately \$3 million dollars. The Police Information Systems Director will plan and budget for the modernization and upgrade of current systems in the rapidly changing environment of urban law enforcement. This position also serves as liaison with Federal, State, and other municipal public safety agencies regarding technology collaboration and cooperation. Direct reports will include sworn law enforcement officers as well as civilian personnel. This position will report directly to the Assistant Chief of Police of the Administration Bureau.

## ESSENTIAL FUNCTIONS

- Direct oversight and management of all information systems.
- Act as technology adviser to the Chief of Police.
- Participate in the selection processes to hire and promote personnel within the Office of Police Information Systems.
- Monitor and control budgetary and operational expenditures and resources related to technology management.
- Review and evaluate organizational effectiveness, goals, and strategic planning relative to current and future technology systems and projects.
- Manage multiple hardware and software vendors, multiple contractors and assigned staff.
- Prepare, manage, and maintain the MPD information technology plans and related budget.

- Manage the procurement of computer systems, equipment and related software, operations/support services, including Requests for Proposals, proposal evaluation, vendor selection, and contract development and implementation.
- Work closely with other City departments and public safety agencies on MPD information system issues.
- Serve as liaison on the City of Milwaukee Information Management Committee.

*Reasonable accommodations requested by qualified individuals with disabilities will be made 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

- Residency within 15 miles of the jurisdictional boundaries of the City of Milwaukee within six months of appointment pursuant to Rule V and Rule XIV of the Rules of the Board of Fire and Police Commissioners, City of Milwaukee. A map defining the jurisdictional boundary is located on the Fire and Police Commission website at: <http://city.milwaukee.gov/fpc#.WG7LHE0zWpo>.
- Persons offered employment must pass a Milwaukee Police Department background investigation, medical examination and a pre-employment drug test.

## MINIMUM REQUIREMENTS

1. Bachelor's degree in management information systems, computer science, business, accounting or closely related field from an accredited college or university.
2. Five years of management experience in a large-scale information technology environment overseeing projects and budgets, including managing a staff of professionals in a project oriented team environment.

*Equivalent combinations of education and experience may be considered.*

## DESIRABLE QUALIFICATIONS

- Government experience, including the development and operation of mission critical information systems

## KNOWLEDGES, SKILLS, ABILITIES & OTHER CHARACTERISTICS

- Knowledge of municipal programs, theories, practices and resources relative to public policy, program evaluation, performance management, meeting management, diversity management, conflict management, organizational development, administrative organization and methods of strategic planning.
- Knowledge of computer hardware and systems architecture.
- Ability to provide technical and policy leadership.
- Ability to effectively plan and organize activities, resources and establish priorities.
- Ability to identify, implement and evaluate policies and procedures in compliance with strategic planning and the technology needs of the Milwaukee Police Department.
- Ability to establish and maintain collaborative working relationships with the City's Information Technology Management Division, other City agencies, vendors and public officials.
- Strong project management skills.
- Ability to establish and maintain effective working relationships with management, direct reports, support personnel, as well as fostering good public relations with consultants, vendors, and other agencies.
- Written communication skills to craft policies, procedures, reports and correspondence.
- Excellent oral communication skills including the ability to explain technical concepts to non-technical audiences (singular or groups).

## CURRENT SALARY

The current salary range (1MX) is \$97,420 - \$136,395 annually, and the resident incentive salary range for City of Milwaukee residents is \$100,343 - \$140,487 annually. Appointment above the minimum is possible based upon level of experience and other qualifications and is subject to approval. *Appointments will be made in accordance with the salary ordinance.*

## BENEFITS

The City of Milwaukee provides a comprehensive benefit program which includes:

- Defined Benefit Pension Plan
- 457 Deferred Compensation Plan
- Health and Dental Insurance
- Comprehensive Wellness Program
- Onsite Clinic Services
- Onsite Employee Assistance Program
- Alternative Work Schedules
- Long Term Disability Insurance
- Group Life Insurance
- Tuition Benefits
- Paid Vacation
- 11 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 <http://city.milwaukee.gov/Benefits2019>.

## SELECTION PROCESS

**THE SELECTION PROCESS** will be job related and will consist of one or more of the following: an evaluation of related education, experience and accomplishments, written tests, interview, or other assessment methods. The Milwaukee Police Department reserves the right to call only the most qualified candidates to oral exams, performance tests, or personal interviews. Information from the selection process will be used to make a hiring decision.

**INITIAL FILING DATE:** The selection process will be conducted as soon as practical after the application deadline listed above. Receipt of applications 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 may be accessed by visiting, <http://city.milwaukee.gov/jobs>.
- Transcripts, resumes, and copies of certifications should be submitted with the application or sent via email to [staffinginfo@milwaukee.gov](mailto:staffinginfo@milwaukee.gov) by the application closing date.
- If you would like assistance completing an application, please contact the Department of Employee Relations at (414) 286-3751 or [staffinginfo@milwaukee.gov](mailto:staffinginfo@milwaukee.gov).
- The Department of Employee Relations is located at City Hall, 200 E. Wells St., Room 706, Milwaukee, WI 53202.

## CONCLUSION

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