

# Pinellas County Sheriff's Office

*"Leading The Way For A Safer Pinellas"*



## COLONEL

<b>JOB CODE: 10019</b>	<b>PAY GRADE: 09902</b>	<b>PAY RANGE: \$146,404</b>
------------------------	-------------------------	-----------------------------

### GENERAL DESCRIPTION

Under the direction of the Chief Deputy or the Sheriff, performs assigned professional administrative and supervisory functions of unusual difficulty. The incumbent must assume responsibility for independent judgment and initiative for exercising interpretation of orders, directives, policies and procedures in decision-making. Work is accomplished within the framework of Sheriff's Office policies and regulations, County ordinances and Florida Statutes when applicable. Work is reviewed through periodic conferences and by results obtained through evaluative measurement based upon stated goals and objectives, as set forth by the Chief Deputy and the Sheriff.

This position requires that the member be certified by the Florida Criminal Justice Standards and Training Commission in compliance with Chapter 943 F.S.S as well as meet the minimum vision requirement of 20/100 uncorrected, in each eye.

Depending upon assignment this position is the Commander of special risk members whose duties include the pursuit, apprehension and arrest of law violators or suspected law violators; or of special risk members whose primary duties and responsibilities are the custody and physical restraint of prisoners and inmates within a prison, jail or other criminal detention facility.

### ESSENTIAL FUNCTIONS AND RESPONSIBILITIES

- Provides guidance in the implementation of and accomplishment of the Sheriff's Office and goals and objectives. Initiates planning, organization and facilitation of program;
- Evaluates the overall operation of the Department to ensure compliance and adherence to established work methods, procedures, policies and rules of the Sheriff's Office through analysis of performance, work methods, records, observations, complaints, and conferences with supervisory staff; initiates corrective action and/or disciplinary measures as indicated to ensure conformity;
- Adjusts the relative strength of the Department in accordance with the fluctuating need for efficient service, to ensure maximum utilization of personnel and makes recommendations for policy changes to the Chief Deputy or the Sheriff;
- Ensures that Sheriff's Office policies and procedures comply with existing county, state and federal mandates;

# Pinellas County Sheriff's Office

*"Leading The Way For A Safer Pinellas"*



- Incumbent is on call twenty-four hours a day, seven days a week and must either be able to provide direction or respond to unusual incidents, emergencies and crisis situations within the Department;
- Communicates policies and priorities of the Sheriff and Chief Deputy to Division Commanders, Key Staff, criminal justice agencies, community groups and other units of government;
- Participates in Sheriff's Office recruitment and community relations activities as directed;
- Performs other related duties as assigned.

## **QUALIFICATIONS**

- Bachelor's degree from an accredited university with a major in law enforcement, public administration, business administration or a related field, supplemented by successful experience in administrative service in a government or law enforcement agency, or any equivalent combination of education and experience.
- Executive experience in law enforcement and/or corrections to include a minimum of five years of administrative experience.

## **KNOWLEDGE, SKILLS, AND ABILITIES**

- Knowledge of General Orders, standard operating procedures and Federal Consent Decree
- Ability to exercise the judgment, decisiveness and creativity required in critical and/or unexpected situations that are exceptionally high risk to the organization
- Knowledge of law enforcement, corrections and criminal justice principles and practices
- Knowledge of the principles and practices of management and supervision
- Ability to direct large programs and groups of employees including ability to assume direct command of emergency situations
- Ability to initiate and facilitate programs and policies
- Ability to establish and maintain productive working relationships with Sheriff's Office staff, community leaders and other subordinates
- Ability to speak effectively to community groups
- Skill in developing and training subordinate staff to enhance their personal and organizational objectives.

# Pinellas County Sheriff's Office

*"Leading The Way For A Safer Pinellas"*



This list of functions, duties, responsibilities, and skills is not intended to be all-inclusive and the employer reserves the right to assign additional functions and responsibilities as deemed necessary.