



The ACADEMY

South Bay Regional Public Safety Training Consortium

President (Chief Executive Officer)

CLOSING DATE: June 9, 2017

Salary: commensurate with experience up to \$173,450 annually

About Us:

South Bay Regional Public Safety Training Consortium (The Academy) was created in 1994 by Gavilan College and Evergreen Valley College through a California Community College Chancellor's Office Grant. Since 1994, nine additional colleges have joined this innovative partnership to support public safety training within their local communities. Today, the Consortium is comprised of Gavilan College, Monterey Peninsula College, College of San Mateo, Lake Tahoe Community College, Cabrillo College, Mission College, Hartnell College, Foothill College, Ohlone College and San Jose Evergreen Community College District.

Definition:

This is an executive management position under the direction of the Governing Board of the Joint Powers Agency Consortium for nine community college district to offer comprehensive and diverse training in public safety disciplines.

Distinguishing Characteristics:

The President/Chief Executive Officer is responsible of carrying out the purpose of the Consortium, which is to provide training and educational programs that are responsive to the needs of public safety agencies within the region served. The Consortium serves approximately 170 agencies at multiple sites within the service regions extending from San Francisco to Monterey Counties. Training programs respond to the needs of a population base of more than 5 million, serving police, fire probation, corrections, dispatch and paramedic personnel. An adjunct faculty of more than 600 instructors presents approximately 200 courses approved by college curriculum committees. Annually, 2300 full time equivalent students are served.

Duties/Responsibilities:

- Work directly with the Governing Board and advisory groups to develop and implement a comprehensive regional public safety training program
- Recommend to the Governing Board needed programs and support services
- Prepare agenda and supporting materials for Governing Board meetings
- Arrange for facilities for all programs and courses

Personnel Management/Supervision

- Provide for the recruitment, employment, supervision and evaluation of all SBRPSTC employees and independent contractors
- Organize and lead various Consortium public safety advisory committees: i.e., law enforcement, corrections and fire science
- Review and approve appointment to Consortium committees
- Contract for the hiring of instructors, other professional personnel and support staff
- Serve at the appeals level as hearing officer for all student complaints and grievances
- Make recommendations to the Governing Board regarding approval of contracts, personnel, and budget expenditures.

Coordination

- Serve as liaison between SBRPSTC and the State of California certifying authorities such as the Commission on Peace Officer Standards and Training (POST) in areas of expertise including teacher training and leadership development, as well as participating in Basic Course Consortium meetings and POST Commission meetings
- Serve as Consortium liaison to representatives from JPA member colleges to develop, maintain and implement a comprehensive public safety instructional program, which reflects the Consortium priorities
- Work directly with the Chancellor's Statewide Public Safety Advisory Committee which includes representatives from both education and the vocational community
- Serve as the Consortium liaison to the state legislature by attending official functions and making presentations as needed
- Attend public safety related conferences, meetings, and workshops to stay current on public safety issues

Budget Fiscal Management

- Oversee the preparation and recommend the Consortium's annual operating budget for Governing Board approval
- Ensure proper monitoring of Consortium funds and assets in cooperation with the Consortium's Vice President of Administrative Services
- Assure compliance of all contractual obligations with all pertinent Federal, State, and local laws
- Research and prepare funding proposals
- Seek and administer grants as appropriate
- Develop related revenue streams in support of the Consortium

Public Relations

- Officiate at graduation ceremonies for law enforcement, corrections, dispatch and fire academies
- Make presentation to various colleges and community groups on behalf of the Consortium
- Write articles and supervise preparation to promote Consortium's purpose and activities

Minimum Qualifications:

Required:

- Possession of a master's degree from an accredited institution of foreign equivalent
- At least one year of formal training, internship or leadership experience reasonably related to this administrative assignment
- Sufficient public safety professional work experience (e.g., law enforcement, fire services or corrections services) or mid-level or higher educational administrative experience which includes some component of public safety administration or supervision as part of the administrative job responsibilities

Desirable Qualifications:

- Minimum of five years of progressive, full-time administrative experience at a similar level of responsibility in the discipline of public safety.
- Experience in public safety training and community college teaching
- Supervisory and administrative experience
- Demonstrated ability to work with individual with diverse socio-economic and ethnic background
- Experience in the management of budget and personnel
- Knowledge of POST, STC, SFM and similar state regulatory agencies

Desired Personal Characteristics

- Strong leadership skills
- Self starter
- Effective communicator with individuals and the community
- Collaborative problem solver, team builder, politically astute
- High integrity and moral values with a commitment to the program

Opportunities & Challenges

- Report to a nine member appointed board
- Lead an organization internally and externally
- Develop both strategic and tactical planning
- Make decisions in a collaborative environment
- Create contract education, on-line, and hybrid options for training; recruit and train instructors
- Strengthen partnerships; improve consortium and client relationships
- Meet POST accreditation requirements

- Provide organizational development – policies and systems

Salary:

By contract with the JPA Governing Board: commensurate with experience up to \$173,450

Application Process:

To be considered for this excellent opportunity the following items must be submitted via email to eramones@gavilan.edu Dr. Eric Ramones, Associate Vice President of Human Resources, Gavilan College no later than 5:00pm on Friday June 9, 2017.

Only applications meeting the required qualifications will be forwarded to the interview committee. Applicants will be required to submit the following documents:

- Current Resume demonstrating education and experience related to the qualifications identified for this position
- Five professional references including at least one supervisor
- Salary history from the past five years
- A one-two page cover letter that highlights your training and experience to the responsibilities, opportunities, challenges, and desired personal characteristics of this position.
- Unofficial transcripts verifying minimum academic qualifications (if offered a position, official transcripts will be required).

CANDIDATES MUST ASSUME ALL TRAVEL COSTS IF INVITED TO INTERVIEW FOR THE POSITION

NON-DISCRIMINATION

The Academy is an equal opportunity agency committed to hiring a diverse staff. All qualified individuals regardless of race, color, religion, sex, national origin, age, disability, military status, sexual orientation, or marital status are encouraged to apply. If you have a verifiable disability, and require accommodation to complete an application please contact Dr. Eric Ramones, Associate Vice President of Human Resources at (408) 848-4753 or eramones@gavilan.edu