

KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS MEETING

July 11, 2019

ITEM 7c

**KENSINGTON POLICE PROTECTION AND COMMUNITY SERVICES DISTRICT:
APPROVAL OF POSITION DESCRIPTIONS FOR POLICE DEPARTMENT POSITIONS
INCLUDING POLICE CHIEF, POLICE CAPTAIN, POLICE LIEUTENANT, POLICE
SERGEANT, POLICE CORPORAL AND POLICE OFFICER**

SUMMARY

Position Descriptions (also referred to as job specifications) have been completed for all positions in the Police Department. They are descriptions of responsibilities and qualifications for each position and are a core document in developing sound human resource management. The descriptions do not obligate the District to use every position. They are simply available if they are to be utilized at a future time and delineate the differences among positions. No existing position can be upgraded to a higher position without the approval of the Board of Directors. Under Policy 3170.1 of the District's Policy and Procedures Manual, position descriptions may be added or amended by the Board of Directors.

RECOMMENDATIONS:

Approve the position specifications for Police Chief, Police Captain, Police Lieutenant, Police Sergeant, and Police Officer.

FISCAL IMPACT:

Administrative only; no financial impact.

ATTACHMENTS:

Position Descriptions

- Police Chief
- Police Captain
- Police Lieutenant
- Police Sergeant
- Police Corporal
- Police Officer

SUBMITTED BY: Anthony Constantouros, General Manager