



Investigations Supervisor (Manager II, Exempt)

SALARY:	\$41.50 - \$62.27 Hourly
LOCATION:	Office of Police Accountability: 720 3 rd Avenue, Seattle, WA
JOB TYPE:	Civil Service Exempt, Regular, Full-Time
SHIFT:	Day
DEPARTMENT:	Office of Police Accountability
BARGAINING UNIT:	Not represented
CLOSING DATE	Continuous

POSITION DESCRIPTION:

The Office of Police Accountability (OPA) has an opportunity for an Investigations Supervisor. This position will be responsible for ensuring that administrative investigations into allegations of Seattle Police Department (SPD) employee misconduct are conducted by investigators in a thorough, timely, and objective manner. This position will report to the OPA Deputy Director of Investigations.

JOB RESPONSIBILITIES:

- Supervise complex, sensitive, and sometimes high-profile investigations into allegations of Seattle Police Department employee misconduct
- Manage a team of sworn law enforcement and civilian investigators
- Conduct investigations into allegations of misconduct involving SPD Lieutenants, Captains, and Command Staff
- Implement policies, procedures, and operating guidelines related to investigating complaints of police misconduct, including: intake; scope; investigation plans; interviewing; collecting and analyzing evidence; applying facts to SPD policies, constitutional and state law, and police training; writing reports and findings; and closing out investigation processes consistent with applicable collective bargaining agreements
- Ensure that complainants, named employees, and the public receive consistent, fair, and equitable treatment

QUALIFICATIONS:

A law degree and at least 3 years of working in criminal, civil, employment, constitutional, or another related area of law OR a graduate degree with at least 4 years of working in criminal, civil, employment, constitutional, or another related area of law.

DESIRED QUALIFICATIONS:



- Experience in law enforcement or as a detective, investigatory supervisor, and/or demonstrated skills in case management
- Ability to analyze complex information, weigh evidence and credibility of witnesses, and develop logical conclusions
- Ability to maintain objectivity and mitigate the effects of personal bias
- Strong written and verbal communication skills
- Strong interpersonal skills and the ability to dynamically lead both sworn and civilian employees
- A demonstrated interest in the field of police accountability
- A demonstrated ability to produce high-quality written work despite short timelines
- Demonstrated experience working with marginalized communities and communities of color

POSITION REQUIREMENTS:

- May NOT have been formerly employed as a sworn member of the SPD
- A job offer will be contingent upon the completion of a SPD background check, which includes a criminal history review

WHO MAY APPLY:

This position is open to all candidates who meet the qualifications. The Seattle Human Resources Department values diverse perspectives and life experiences. Applicants will be considered regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, sexual orientation, or gender identity.

HOW TO APPLY:

- Fill out an application at www.governmentjobs.com/careers/seattle
- Attach a resume and cover letter that provide additional information on why your skills and experience make you qualified for *this job*
- Incomplete applications will not be considered
- If you have questions, please contact Charles Gilmore at charles.gilmore@seattle.gov