



**CITY OF SOCORRO  
NOW HIRING  
DEPUTY CHIEF**



**City of Socorro, Texas  
A City with a Mission**

**History**

Socorro, TX. was established in 1796, and first incorporated in 1871. In 1986 the city was re-incorporated in response to an annexation attempt from neighboring El Paso.

Located along the U.S./Mexico border in the Chihuahuan desert climate of far west Texas, the City of Socorro is a unique semi-rural predominately Hispanic community with a rich mission trail history and hundreds of historical buildings, structures and sites.



## **Demographics**

Socorro is the second largest city in the El Paso County with a population of 34,306 (per 2020 U.S. Census). Approximately one third of the population were born outside the United States and 97.1 % identify as Hispanic. The city has a total area of 22.06 square miles of which 22.03 square miles is land and 0.023 square miles, or 0.10%, is water. The City of Socorro is in the rapid process of transitioning from an agricultural area to one of industry and housing, and as such is presently seeing large scale and numerous construction projects.

## **Government**

The City of Socorro is an incorporated municipality with a Home Rule Charter. According to the Charter, the City operates under the Council-Manager form of government, with policy-making and legislative authority vested in a governing body, the City Council, consisting of the Mayor and five members, all elected on a non-partisan basis. The Mayor and one of the Council members are elected at large and the others are elected from districts, each for four year terms.

## **Police Department**

The employees of the Socorro Police Department are dedicated to the protection of life and property, prevention of crime, enforcement of the law, and preservation of the peace through efficient and effective law enforcement services. In the continuing pursuit of quality, the Police Department is guided by the following core values:

**RESPECT** - The Police Department values human life, safety, and dignity, and is committed to treating all human beings with the utmost respect, compassion, and concern.

**INTEGRITY** - The Police Department values ethical conduct and is driven by its professional values and a firm commitment to public trust, on which the department is unwilling to compromise in the performance of its duty.

**PROFESSIONALISM** - By its conduct, goals, intent, character, and standards the Police Department shall vigilantly seek to constantly improve its ability to safeguard citizen rights, preserve peace, protect life, and instill a deep respect for the law.

**COLLABORATION** - The Police Department values teamwork and is committed to cooperative goal achievement through active collaboration and partnerships with the community and with one another.

**PROBLEM SOLVING** - The Police Department values partnering with citizens to identify and impact the causes of problems within the community that contribute to the incidence of crime.



Under Police Chief David Burton, the department has undergone major changes, starting in 2019. Staffing was increased from 32 to its current authorization of 54, and specialized units were either added or redesigned, including patrol K-9's, an STI team, major crimes, victims advocate, traffic officer, chaplain program, and an ERT team. Training and education is emphasized due to the young experience level of department personnel.

### **Deputy Chief Position Profile**

The City of Socorro is seeking a visionary, community-oriented leader to assist and support the Chief of Police. This is a great opportunity for an experienced, well-respected law enforcement professional to take an active role in guiding the police department through a period of transition and growth utilizing 21<sup>st</sup> century policing strategies along with federal, state, and local best practices.

The Deputy Chief will be required to demonstrate analytical thinking, and creative problem solving to address complex business management principles and utilize data driven or evidence-based decisions that make the best use of staff and financial resources. The selected individual must be an excellent communicator and project a policing philosophy designed to create an excellence in public safety delivery, while at the same time actively addressing residents' concerns. Socorro's new Deputy Chief of Police must have the energy, intellect, and social skills to adapt to constant change while providing exceptional police services to a dynamic, growing City.

One of the Chief's goals for the Socorro Police is community engagement, carried out through such programs as the citizens police academy, police athletic league, national night out, and coffee with the chief. One of the Deputy Chief's primary areas of responsibility will not only be the oversight of existing programs, but also the introduction of new ones. It will be important for the new Deputy Police Chief to be highly engaged with Socorro's citizens and organizations in order to gain an understanding of this diverse community and proactively address the differing needs from neighborhood to neighborhood.

In the absence of the Chief, the Deputy Chief of Police will serve as a visible spokesman for the Police Department and must handle all interactions with tact and diplomacy. An experienced public speaker with excellent communication skills, the selected individual must be comfortable speaking in public and representing the Police Department and City with the utmost integrity and professionalism.



## **Qualifications and Experience**

### **GENERAL SUMMARY**

The Deputy Police Chief is responsible for the day-to-day operations of the police department, along with overseeing internal affairs investigations, and project implementation. The Deputy is also responsible for oversight supervision of any special units or divisions within the department including but not limited to; Detectives, Task Force Officers, K9 Officers, Traffic Officers, Community Service Officers, Color Guard, ERT team members, and Traffic Investigations.

Deputy has the authority to act as the agency head in the absence of the police Chief. Incumbents in this class are responsible for assisting the Chief of Police in planning, leading, directing, managing, and overseeing the activities and operations of the Police Department; assuming responsibility for the efficient and effective administration of assigned programs; coordinating assigned activities with other sections, City departments, and outside agencies; and providing highly responsible and complex administrative support to the City Manager's Office.

### **ESSENTIAL DUTIES & RESPONSIBILITIES**

The intent of this job description is to provide a representative summary of the major duties and responsibilities performed by incumbents of this job. Incumbents may be requested to perform job-related tasks other than those specifically presented in this description.

1. Must be able to safely perform all the essential duties and responsibilities as outlined in the Police Officer Job Description for this rank and all subordinate ranks.
2. Assists in assuming full management responsibility for all Police Department services and activities.
3. Assists in the development and implementation of departmental goals, objectives, policies, and priorities for each assigned service and/or operational area; oversees the development and implementation of policies, procedures, and plans related to departmental services and operations.
4. Establishes, within City policy, appropriate service, and staffing levels; monitors and evaluates the efficiency and effectiveness of methods and procedures; allocates resources accordingly.
5. Assists in planning, directing, and coordinating, through subordinate level management staff, the Department's work plan; assigns projects and programmatic areas of responsibility; reviews and evaluates work methods and procedures; meets with key staff to identify and resolve problems.



6. Assesses and monitors workload, administrative and support systems, and internal reporting relationships; identifies opportunities for improvement; directs and implements changes.
7. Represents the Department to other City departments, City Manager's Office, elected officials, and outside agencies; coordinates assigned activities with those of other City departments and outside agencies and organizations.
8. Assists in managing and participating in the development and administration of the Department's budget; estimates funds needed for staffing, equipment, materials, and supplies; and assists in directing the monitoring and approval of expenditures; directs the preparation and implementation of budgetary adjustments as appropriate and necessary.
9. Reviews significant reports, plans, and documents drafted by staff members; assists in directing the writing of new rules and regulations and/or proposals for new programs or projects.
10. Provides staff assistance to the City Manager's Office and/or other executive management staff and the City Council; serves on or provides staff support to a variety of boards, commissions, and committees; assists in formulating significant policies related to the Department's services and activities; prepares and presents staff reports and other necessary correspondence.
11. Assists in selecting, motivating, and evaluating department staff; provides or coordinates training and works with employees to correct deficiencies; and assists in initiating, implementing, and administering disciplinary procedures.
12. Explains, justifies, and defends Department programs, policies, and activities; responds to and resolves difficult and sensitive inquiries and complaints from both internal and external sources; confers with civic and business groups on police and management policies relating to Department philosophy.
13. Establishes lines of communication with all segments of the community to stay in touch with citizen needs and to facilitate the delivery of quality services.
14. Assists in reviewing all higher-level Department communication, including ordinances and contracts; assists in the development of municipal law enforcement policies.
15. Assists in managing, directing, and overseeing maintenance of law and order, protection of life and property, regulation of traffic, apprehension, arrest, and detention of law violators, and maintenance of police records.
16. Attends City Council meetings and takes necessary action regarding Council agenda items.
17. Adheres to assigned work schedule as outlined in the Department and City attendance policies and procedures; ensures all behaviors comply with the City's Personnel Rules and Regulations.



18. Performs other related duties as required.

## **MINIMUM JOB REQUIREMENTS**

### **Education Requirements:**

Candidate must possess a bachelor's degree in Criminal Justice, or related field, and a TCOLE basic peace officer certification. In addition, the Deputy must have had prior command level experience at the rank of Lieutenant or above either as a permanent or acting position.

### **Equipment:**

- Operates office equipment such as typewriter, computers and software, calculator, copy machine, scanner, shredder, fax machine, and multi-line telephone.
- Application of modern methods, practices, and procedure of police work and in the use of firearms.
- Operation of Motor Vehicles.

### **Physical Requirements:**

- Must be able to lift over 50+ pounds.
- Sitting for extended periods of time.
- Occasional physical demands common to duties of a Police Officer

### **Conditions of Employment:**

- Must be a United States citizen.
- Must be at least 21 years of age.
- Pass Pre-Employment Drug Screening.
- Pass Extensive Background Check.
- Pass Physical Fitness examination.
- Pass Psychological & Polygraph examination.
- Work flexible hours and overtime as required, including weekends, holidays, and emergencies.
- Bilingual Skills: English & Spanish preferred

## **REFERENCES**

At least three references will be required with one being a co-worker or employer.

## **APPLICATION PROCESS**

Qualified candidates should submit a resume to the Human Resources Department email: [hrdirector@costx.us](mailto:hrdirector@costx.us)



Interviews in Socorro will be offered by the City to those candidates named as Finalists, with reference checks, background checks, and academic verifications conducted after receiving candidates' permission. Successful completion of a post-offer medical examination, psychological examination, polygraph and drug screening is a condition of employment.

For more information please contact: Carol Candelaria | Human Resources Director

Phone: (915) 858-2915

Email: [hrdirector@costx.us](mailto:hrdirector@costx.us)

Under the Texas Public Information Act, information from your resume may be subject to release to the public at any time during the process.

The City of Socorro is an Equal Opportunity Employer.