



APEX
NORTH CAROLINA

THE TOWN OF APEX

Invites Your Interest in the Position of

LIEUTENANT



The Apex Police Department, a CALEA-accredited department, seeks an experienced law enforcement commander for the position of **Lieutenant** to serve as the watch commander and oversee a patrol team. The next **Lieutenant** is a confident, humble and diplomatic leader with a proven track record of building cohesive teams and uniting high-performing professionals of varying tenures around common goals and department mission and values. This position is for the professional who will elevate the department's high standards of excellence and ensure accountability across the division. The ideal **Lieutenant** would consider himself or herself a change-agent — someone who is innovative and strategic in leading departments through seasons of change.

About the Community:

Settled in the 1860s and incorporated in 1873, the Town of Apex acquired its name due to its location as the highest point on a 30-mile stretch of the Chatham Railroad line that ran between Richmond, Virginia, and Jacksonville, Florida. Located in southwest Wake County, Apex and the surrounding area experienced unprecedented growth in the 1990s following job creation in Research Triangle Park and the nearby large universities. From a population of 5,500 in 1990 to nearly 73,000 as of April 2022, Apex continues to experience exponential growth. In fact, since the 2010 Census, the population of Apex has increased by 101.79%, and recent growth estimates identify an annual growth rate of over 7.62%.

The 14th largest city in North Carolina, Apex is known fondly today as “*The Peak of Good Living*,” and results from a [2020 Citizen Survey](#) indicate that 96% of community members believe the town is an excellent or good place to live. Apex is a growing, thriving town working to balance that “small town” feel that so many community members value with the reality of being a mid-sized community in North Carolina. Situated within the Research Triangle area, Apex is less than 30 minutes from 3 Tier 1 Research Universities: University of North Carolina at Chapel Hill, North Carolina State University and Duke University.

A person in a green shirt and black shorts is jogging on a paved path that winds through a forest. The trees have vibrant autumn foliage in shades of yellow, orange, and red. Sunlight filters through the canopy, creating a warm, dappled light effect. The path is bordered by dark green bushes on the left.

TOWN OF APEX

#1 Best Place to Live in the US

Money Magazine ranked Apex as the #1 Best Place to Live in the US in 2015 due to high-paying jobs, excellent schools, affordable prices, and more!

The well-preserved downtown business district and the trains that still run through the town are reminders of the past, while new subdivisions, shopping centers, parks, and businesses have enhanced the lifestyle of Apex community members. History buffs flock to the town's central business district, with multiple structures listed on the coveted National Register of Historic Places. Just step inside the Halle Cultural Arts Center and learn about the building's history, dating back to 1912. The Halle is now a modern center for exhibitions, musicals, and plays.

With over 400 acres of parkland, Apex fosters an active community. Unique to the town is a disc golf course at Apex Nature Park and the Rodgers Family Skate Plaza, a 24-hour custom-designed skate park. Families drive from all around to visit Kidstown Playground at Kelly Road Park, one of the few remaining wooden playgrounds in the area. Those seeking a physical challenge will love the town's Elevate Fitness course (think Ninja Warrior) at the Apex Community Park.

Downtown Apex hosts nearly a dozen street festivals and special events throughout the year, attracting thousands of attendees. The town celebrates diversity, inclusion, and belonging with cultural festivals and events including the Latino Arts Festival, Russian Festival, Black History Month, Women's History Month, and Juneteenth.

STREET FESTIVALS AND SPECIAL EVENTS

PeakFest is a signature community event, drawing artisans from all over the state with their unique wares. Dozens of barbecue-cook teams from across the country descend on Downtown Apex for the Peak City Pig Fest.



WHAT MAKES THE TOWN OF APEX THE PEAK OF GOOD LIVING?



A WELL-PRESERVED DOWNTOWN AREA

History buffs flock to the town's central business district, with multiple structures listed on the coveted National Register of Historic Places, such as the Halle Cultural Arts Center (photo above), which now serves the Town as a modern center for exhibitions, musicals, and plays.



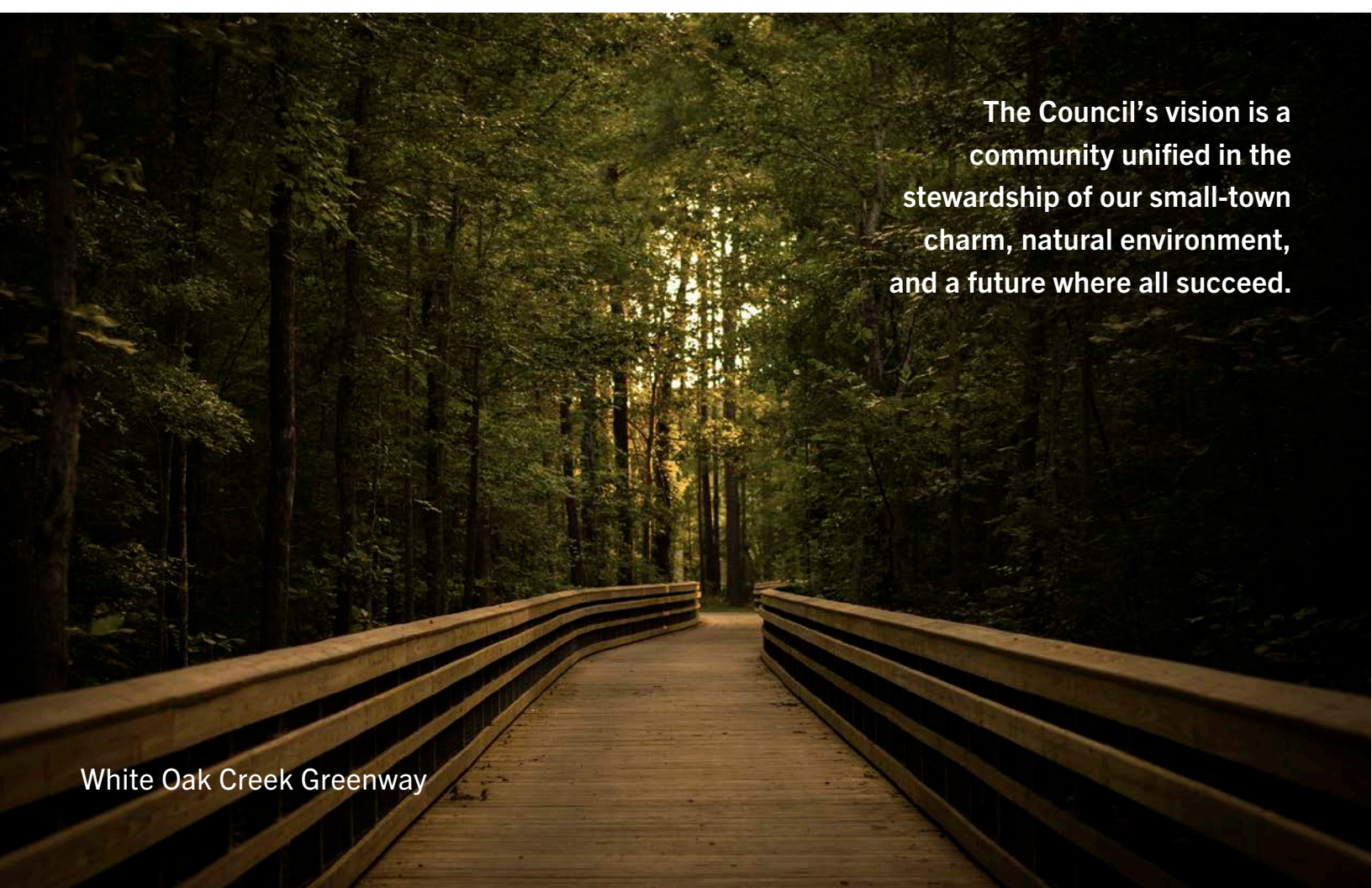
AN ACTIVE, FAMILY-FRIENDLY COMMUNITY

With over 400 acres of parkland, Apex offers many family-friendly activities, such as Kidstown Playground at Kelly Road Park, (top photo), a disc golf course at Apex Nature Park and the Rodgers Family Skate Plaza, a 24-hour custom-designed skate (bottom photo).

About the Organization:

The Town of Apex, which operates under the Council-Manager form of government, provides exceptional public service that cultivates opportunity for the individual and community to live, thrive, and reach their peak. The Town employs 577 FTE employees across 19 departments. The [2021-22 Operating Budget](#) totals \$162 million for all funds. The Council's vision is a community unified in the stewardship of small-town charm, natural environment, and a future where all succeed. This vision is realized through the following strategic goals that guide the future of the Town of Apex:

- **High performing government:** *We will deliver exceptional, responsive, and effective services by attracting and empowering a knowledgeable and diverse workforce that values transparency, financial stewardship, and collaboration with community, regional, and state partners.*
- **Economic Vitality:** We will leverage partnerships to create a supportive environment for current businesses and form relationships that foster new and continued economic opportunities in Apex.
- **Safe Community and Reliable Infrastructure:** We will ensure safe neighborhoods with reliable infrastructure through proactive, professional, and engaged public safety and infrastructure services.
- **Environmental Leadership and Responsible Development:** We will plan our built environment in a way that respects and preserves natural resources and the small-town character of our community; we will offer housing and transportation options so that anyone who chooses to live in Apex can.



The Council's vision is a community unified in the stewardship of our small-town charm, natural environment, and a future where all succeed.

About the Department and Position:

The Apex Police Department has approximately 99 sworn and 26 non-sworn, full-time employees with an annual operating & capital budget of \$15.7M. Employees work among four divisions to carry out the department's functions, including administration, investigations, patrol, emergency communications, traffic safety, community services, school resources, crossing guard, accreditation and compliance, vice and narcotics, and reserve officer program. The department occupies a facility that was renovated and expanded in 2011 and sponsors a Community Police Academy to inform, educate, and illustrate its commitment to the community-oriented policing philosophy.

Community members in Apex feel safe, with 98% of respondents in a 2020 survey indicating they felt safe in their neighborhoods while 96% felt safe in the Town overall. Low crime rates create an opportunity for the next **Lieutenant** to join a team dedicated to maintaining effective strategies that result in these public safety perceptions while focusing on critical strategic issues. To learn more about the department, click [here](#).

Reporting to a Captain, the **Lieutenant** will be assigned to a patrol team and will oversee one sergeant, one corporal and a team of 8-10 officers. A recent reorganization created two additional patrol Lieutenant positions and one Lieutenant assigned to the Investigations division for a total of six Lieutenant positions. The patrol Lieutenants will patrol each of the four patrol teams, acting as watch commanders, and will work rotating shifts changing from day to night every 30 days.

The Town of Apex is divided into six (6) zones falling into two districts. The Patrol Division comprises the following:

- **Patrol Squads** - Patrol squads are on duty 24/7 to suppress and prevent criminal activity, investigate offenses, apprehend offenders and furnish police services to the community.
- **[Traffic Safety Unit](#)** - The Traffic Safety Unit's primary focus is reducing crashes and injuries. These objectives are accomplished through selective enforcement, saturation enforcement, safety education, awareness activities and coordination with traffic engineering entities.
- **[Directed Patrol Unit](#)** - The Directed Patrol Unit's primary focus is reducing crime through active patrolling techniques and problem-solving initiatives. The Directed Patrol Unit also contains the K9 Program.



The department's motorcycle fleet is assigned to the Traffic Safety Unit.



One of three Police Working Dog Teams, which is part of the department's Direct Patrol Unit.

- [School Resource Unit](#) - The School Resource Unit's primary focus is on enhancing relationships with the school community, while preventing and investigating criminal acts on school property.
- School Crossing Guard Program - The purpose of the School Crossing Guard Program is to provide safety to pedestrians at designated school crossing locations.

The **Lieutenant** will implement the patrol division's mission to protect life and property, and prevent crime. Uniform officers are responsible for patrolling more than 20 square miles and providing effective law enforcement services to over 70,000 residents and thousands of visitors, such as answering calls for service, investigating motor vehicle crashes and servicing warrants.

*The Lieutenant will join a family-centered, diverse community that is highly supportive of the police department. Establishing and building trusting relationships within the community and continuing to elevate the reputation of the department will be key for the **Lieutenant**.*



Key Priorities:

- Leverage internal talent of a young department and close gaps through engaging employees in training, development, and succession planning to prepare for future retirements while also utilizing best practices in recruitment and retention to build and retain a dynamic and diverse team.
- Evaluate core issues and opportunities among the patrol team and advocate for solutions related to staffing levels and responsibilities, staff morale, compensation, work factors and training.
- Improve communication throughout the division to ensure the accurate, consistent, and timely delivery of both routine and critical information.
- Utilize best practices in building cohesive teams, seeking common interests and bridging the gap between staff and department leadership, Town Council and administration.

Minimum Experience and Education Qualifications:

- You have 6 Years of progressive LE experience, 1 year at rank of Sgt if internal, 2 if external, graduation from a law enforcement leadership school (i.e. West Point Leadership, FBINA, FBI-LEEDA, AOMP, SPI, etc.) and/or a Bachelor's degree or higher; or,
- You have 8 Years of progressive LE experience, 1 year at rank of Sgt if internal, 2 if external, and/or Associate degree (or equivalent credit hours); or,
- You have 10 Years of progressive LE experience, 1 year at rank of Sgt if internal, 2 if external, high school graduation or equivalent, no certifications; and,
- You must have a valid North Carolina driver's license or the ability to obtain a valid North Carolina driver's license within 60 days of relocating to North Carolina. Lieutenants will be required to work some nights with their patrol team on a rotating schedule every 30 days.
- **Transfers:** In-state candidates may transfer their law enforcement officer certification to another agency in NC provided they have less than a 12-month break in service at the time of appointment. In-state candidates with less than a 3-year break in NC service may receive partial credit toward basic law enforcement training. Out-of-state candidates who are serving or have served as a local or state law enforcement officer must have successfully completed a basic law enforcement training course accredited by the state from which they are transferring and cannot have a break in full-time service exceeding three years at the time of appointment. Individuals with Federal law enforcement officer certification who have not had a break in service exceeding three years at the time of appointment may receive partial credit toward NC basic law enforcement training. NC does recognize and give partial credit for military police (MP) training if the candidate has completed a formal military basic training program, been awarded a military police occupational specialty rating, and has served as a military police officer for not less than 2 of the 5 years preceding the date of appointment.



Each May, members of the Apex Police Department proudly participate in the Law Enforcement Torch Run, by carrying the “Flame of Hope” through Apex and beyond. Department staff run a 4-5 mile leg of the 2,000 mile journey that takes the “Flame of Hope” across North Carolina. This journey brings the torch to Raleigh for the Final Leg and the opening ceremony of the Special Olympics Summer Games.

The Successful Candidate:

- effectively assesses employee performance and offers praise, recognition, remedial training, and disciplinary action as necessary and in a timely manner;
- develops trust among members of the community and the police department while leveraging opportunities for collaborative problem-solving and partnerships;
- is an outstanding communicator who speaks clearly, assertively, and transparently with internal and external stakeholders and communicates clearly and professionally both verbally and in writing;
- is a decisive leader in routine and emergency situations;
- is familiar with or has participated in the CALEA accreditation process;
- is skilled and accomplished in managing, evaluating, and developing law enforcement personnel to include goal setting with subordinates;
- builds and maintains cooperative and effective public relations with community members, department staff, and Town officials.
- has thorough knowledge of state and federal laws, local ordinances and policies of the police department and of law enforcement principles, practices, methods and equipment;
- can assess patrol team performance and prepare periodic reports related to the efficiency and effectiveness of the team, including the ability to analyze data and to develop effective response plans;
- embraces and has a track record of implementing community-oriented policing and consistently updates personal knowledge regarding public policy, public perception, and law enforcement trends (e.g., 21st Century Policing, COVID, protests);
- is knowledgeable regarding the use of technology, data-driven approaches to predict and prevent crime, community-oriented policing; and,
- is an individual with impeccable integrity and a proven record of consistency in managing internal and external relationships while thriving in a culture of high-performance expectations and personal accountability.



Salary:

The hiring range is \$76,588-\$101,479. Starting salary depends on experience and qualifications.

To apply, please visit

<https://www.governmentjobs.com/careers/developmentalassociates>, and click on the

Police Lieutenant – Town of Apex, NC title.

To learn more about the selection process, visit <https://developmentalassociates.com/client-openings/>, and scroll down to “Important Information for Applicants.” All applications must be submitted online via the Developmental Associates application portal – NOT the Town Employment Application portal, nor any other external website; it is not sufficient to send only a resume. Resumes and cover letters must be uploaded with the application. Applicants must apply by September 1, 2022. Successful semi-finalists will be invited to participate in virtual interviews and skill evaluation on October 3rd – 5th, 2022. Candidates are encouraged to reserve these dates for virtual meetings should they be invited to participate.

All inquiries should be emailed to hiring@developmentalassociates.com.

The Town of Apex is an Equal Opportunity Employer.



The recruitment and selection process is being managed by Developmental Associates, LLC

Employee Benefits:

The Town provides an excellent benefits package.

Insurance

Health
Dental
Vision
Life

Paid Leave

Vacation
Sick Leave
Bereavement
Paid Parental
Paid Caregiver
Professional Leave

Retirement and Supplemental Retirement Holidays and Floating Holidays

Other Perks

Credit Union
Longevity Pay
Recognition Programs
Tuition Reimbursement

Voluntary Benefits

Employee Assistance Program
Flexible Spending Account
Short Term Disability

Visit

<https://www.apexnc.org/163/Employee-Benefits>

to learn more.