



CITY OF BALTIMORE

Department of Human Resources

7 E. Redwood Street, 16th Floor

Baltimore, MD 21202 (410) 396-3860 711(TTY) www.baltimorecity.gov

Office of Equity and Civil Rights is An Equal Opportunity Employer

OPENING DATE: 12/1/2023

CLOSING DATE: posted until filled

CLASS DESCRIPTION:

THIS IS A NON-CIVIL SERVICE POSITION

Police Accountability Division

Agency: **OFFICE OF EQUITY & CIVIL RIGHTS**

Title: **Chief of Police Accountability Division**

Department Overview

The Office of Equity and Civil Rights is a city agency devoted to advancing equity and upholding the federal and local civil rights laws, the local living and prevailing wage laws, ensuring access and equal opportunities for persons with disabilities, and providing oversight of local law enforcement. The mission of the Office of Equity and Civil Rights is to carry out activities to eliminate inequity, inequality, and discrimination. The Office of Equity and Civil Rights consists of the Police Accountability Division, the Community Relations Commission, the Mayor's Commission on Disabilities, the Wage Commission, the Equity Office, and the Women's Commission.

The Police Accountability Board Division (PAD), mandated by the Maryland Police Accountability Act of 2021 and created in Baltimore by City Council Bill 22-0234, is an independent body of 17 civilian members tasked with the intake of all police misconduct complaints involving a member of the public, holding regular meetings with the heads of law enforcement, reviewing policy and data issues on policing issues, and disseminating public reports about the state of police misconduct. The Administrative Charging Committee (ACC), mandated by the Maryland Police Accountability Act of 2021, is body of five civilian members

who review the investigations for the complaints filed with the PAB and decide on disciplinary outcomes.

Background

Police Accountability division Chief provide overall management to set the vision and direction for the division as a whole, respond to high level goals and assignments, and take responsibility for the management and the day to day functions.

Duties and Responsibilities

- Manage all functions and responsibilities of the PAB and ACC; and Civilian Review Board.
- Manage complaint processes to ensure all complaints of police misconduct or policy violations are initiated, received, referred, classified, and investigated appropriately and resolved in a timely manner;
- Oversee and strengthen the effectiveness of PAB intakes, Supervisor Action referrals, mediation, Rapid Adjudication, and other alternative resolution processes
- Ensure PAB policies and practices are detailed in, and in compliance with, the Maryland Police Accountability Act of 2021 and local law;
- Classify complaints, direct PAB processes; address any additional investigative work requested or directed by the PAB and ACC, certify in writing the completion and recommended findings of all PAB actions, and convey these recommendations to the PAB and ACC;
- participate in meetings related to recommended findings and discipline as well as in due process hearings; testify as needed in disciplinary appeals; as requested;
- Collaborate with the Director of OECR, Mayor and City Counsel, all 7 law enforcement agencies and leadership, the Federal Consent Decree Monitoring team, the Department of Justice, and OIG to strengthen the involvement in the accountability system to enhance a culture of accountability throughout the City;
- In all officer-involved shootings and other serious use of force incidents, assess interviews and meetings where policy violations may have occurred;
- In the course of the PAB's obligations, identify systemic problems and recommend changes in law enforcement policies, training, supervision and management, and in laws and collective bargaining agreements;
- Ensure PAB employs effective tools to support access to and understanding of the complaint-handling system; regularly update complainants and named employees on

the status of their cases; consult with the Director about community needs and concerns; engage collaboratively with Mayor, BPD, OIG to effectuate coordinated oversight;

- Perform other related duties as necessary;

Qualifications

The PBA & ACC Chief must have significant legal, investigative, human resources, and law enforcement oversight or prosecutorial experience.

The successful candidate will demonstrate:

- A reputation for integrity and professionalism with the ability to maintain a high standard of integrity and professionalism.
- A commitment to the need for and responsibilities of law enforcement including enforcement, community care-taking, and the need to protect the constitutional rights of all affected parties.
- A commitment to the statements of purpose and policies as set forth in the Maryland Police Accountability Act of 2021 and local laws.
- A history of leadership experience.
- The ability to relate, communicate, and engage effectively with all who have a stake in policing, including but not limited to, the general public, complainants, disenfranchised communities, BPD, and relevant City and other officials including the Mayor, Council, City Law Department, OIG, etc.
- An understanding of the City's demographic and socio-economic diversity and proven experience working with and valuing the perspectives of diverse groups and individuals.
- The ability to carry out the duties of the PAB Chief in a manner that reflects sound judgment, independence, fairness, and objectivity in an environment where controversy is common.
- Knowledge of the principles and practices of public and business administration and management, including the process of planning, organizing, staffing, directing and controlling.
- Ability to adapt and apply the concepts and techniques of administrative analysis to the needs of specific projects.
- Ability to interpret and apply a variety of laws, rules, regulations, standards and procedures.

- Ability to prepare and present reports or recommendations clearly and concisely.
- Ability to compile financial and operational data and to analyze charts and reports and statistical and budgetary statements.
- Ability to coordinate the activities of various organizational units.
- Ability to plan, organize and direct the work of others.
- Ability to research and write complex narrative and statistical reports
- Ability to speak and testify effectively before governmental and legal bodies and commissions, the media and community and business groups.

LICENSES, REGISTRATIONS AND CERTIFICATES

Not Applicable.

This is a full-time, non-civil service position with a comprehensive benefits package. Those considered for employment must authorize release of a criminal background investigation.

To Apply: (Job open until filled)

Interested candidates should submit a cover letter and resume, to Khadeja Farahmand, Chief of Staff via email to Khadeja.Farahmand@baltimorecity.gov. Please include "PAD Chief" in the subject line.

Financial Disclosure:

This position is required to complete a Financial Disclosure pursuant to Sections 7-7, 7-8, and 7-9 of the City Ethics Law.

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