



CITY OF CLEVELAND
Mayor Frank G. Jackson

JOB ANNOUNCEMENT

Internal Affairs Superintendent Cleveland Division of Police

Position Overview:

The Internal Affairs Superintendent is a revised position that arises from the City of Cleveland's Settlement Agreement with the United States Department of Justice in *United States v. City of Cleveland*, Case No. 1:15-cv-01046. This position will require objective, comprehensive, and timely investigations based on a preponderance of evidence of all internal allegations of officer criminal misconduct. The IA Superintendent will have a reputation of integrity and transparency throughout the Community and the Division of Police.

Duties:

- Supervising investigations in matters involving all internal allegations of officer misconduct against divisional personal or civilian complaints involving possible criminal misconduct;
- Ensure all investigations are conducted in an objective, comprehensive and timely manner;
- Responsible for managing investigative and administrative staff, assigning investigations, monitoring the process of investigations, contributing to investigative strategy, and coordinating investigations with prosecutorial and law enforcement partners;
- Ensuring all appropriate investigative steps have been taken, the facts of the case are comprehensively and accurately articulated, all allegations of misconduct have been fairly and objectively addressed and that analyses are accurate and consistent with law and policies;
- Review investigations for possible patterns or deficiencies within the Division of Police and make recommendations to the Chief;
- Ensure the Force Review Board is represented by a member of Internal Affairs;
- Responsible for ensuring all IA investigators receive appropriate annual training;
- Review and report on relevant statistical data;
- Availability to respond to scenes and/or field calls from division supervisors at all hours;
- Answer directly to the Chief of Police;
- Other duties as assigned by the Chief of Police.

Qualifications:

- Five years full-time experience in Law, Investigations, Management & Cases;
- Strong working knowledge of labor law, including Garrity, 1st, 4th, and 14th amendments, union/contractual issues, and principles of bias-free policing;
- Ability to quickly achieve a strong working knowledge and understanding of the Ohio Revised Code, and the Codified Ordinances of the City of Cleveland;
- Working knowledge of investigative methods and techniques, including evidence collection and forensic testing available to investigators and interviewing and interrogation techniques;
- Working knowledge of criminal law and procedure, rules of evidence in both criminal and administrative hearings;
- Strong computer skills in Record Management Systems, Law Enforcement software programs, Microsoft Office;
- Strong oral and written communication required including strong reporting and writing skills;
- Excellent interpersonal, communication, and presentation skills;
- Ability to formulate goals and objectives pertinent to the operation of Internal Affairs;
- Bachelor's Degree from an accredited four year college/university;
- Juris Doctorate or Masters is preferred;
- Must be able to be LEADS certified;
- Be able to maintain confidentiality & withstand an extensive background check;
- No actual or perceived conflicts of interest with the City of Cleveland including financial or familial relationships;
- Have or be able to obtain a Valid Ohio Driver License;
- Impeccable background (no felonies);
- Have previously worked with diverse neighborhoods or communities (preferred)

Qualified candidates should forward a resume and cover letter to Deputy Chief Joellen O'Neill, Cleveland Division of Police at joneill@city.cleveland.oh.us ; or mail to 1300 Ontario St. Rm. 929, Cleveland OH 44113. This posting closes Friday, April 8, 2016.