



The Village of  
Mundelein, Illinois  
Invites Your Interest  
In The Position Of  
Chief of Police

VILLAGE OF  
**Mundelein**  
Police Department





**CANDIDATE PROFILE**

The Village of Mundelein is seeking an experienced and innovative individual to serve as the Police Chief and serve as a member of the Village of Mundelein management team. Appointed by the Mayor with the approval of a majority vote of the Board of Trustees, the Police Chief reports to the Village Administrator. The ideal candidate is a skilled leader with superior communication skills. Knowledge of and experience in the application of contemporary policing strategies and technologies is a critical skill for this high-performing department as is proven success in reducing crime and experience in enhancing relationships with minority communities. A sound management philosophy and style predicated on the team approach as well as an ability to develop and maintain authenticity, credibility, and trust are essential to the role. The chosen candidate will be a strong and visible leader, who truly enjoys being a part of the community, both professionally and personally.

As the Police Chief, this individual will provide progressive leadership and maintain open lines of communication with all units in the department. Being receptive to new ideas and collaborating with neighboring departments and existing outreach programs will be essential. The ideal Police Chief will demonstrate the highest ethics and respect for staff and public.

The Mundelein Police Department has an excellent relationship with the community and the Police Chief will be expected to maintain and advance that positive relationship. Supporting the Village initiative for greater engagement with the diverse population will be expected. Community initiatives to address racial inequities and engage the Latino community are a high priority. Bi-lingual fluency in both English and Spanish is highly beneficial to this role.

As a member of the Management Team, the Police Chief is a team player and maintains effective and collaborative working relationships with fellow directors and the Village Administrator. While advocating for the Police Department, the next Police Chief must also understand the overall needs and priorities of the Village of Mundelein. Important management strengths include: the ability to make timely and informed decisions, develop innovative ideas and a vision for the department, and to maintain accountability at all levels in the department. Additionally, the ideal candidate should be an effective

presenter and be comfortable speaking to groups, elected bodies, community groups, and the media. The successful candidate will be ambitious, trustworthy and approachable.

The Village of Mundelein provides an exceptional work environment that is marked by employee excellence, outstanding customer service, and high levels of resident satisfaction.

**EXPERIENCE AND EDUCATION REQUIREMENTS**

- Bachelor’s degree in a police-related field, Master’s Degree preferred.
- Ten (10) years of progressive administrative experience with a law enforcement agency, at least five (5) years of which are in a supervisory capacity with a comparably sized department.
- Possess complete integrity and exemplify professional and personal characteristics of impeccable behavior which meet the highest standards.
- Extensive knowledge of principles and practices of police administration and police methods and procedures. Knowledge of local, state, and federal statutes.
- Significant career success in building collaborative, successful relationships across departments and within the community.
- Additional specialized leadership education such as FBI National Academy, or Northwestern School of Staff and Command, Police Executive Research Forum Executive Management Course.

**ESSENTIAL JOB FUNCTIONS**

- Plan, direct and evaluate the functions of the Police Department to ensure efficient, effective delivery of services. Serve as a resource to the Village Administrator, Village Board, various boards, and village staff in all areas of law enforcement to address issues, identify solutions, make recommendations and support the needs of the community.
- Place a high priority on effective community engagement and communications.
- Manage the operational and strategic needs of the department and reinforce positive attributes while strengthening and enhancing operations, programs, and services as needed.
- Prepare and recommend operating, capital improvement and capital equipment budgets for the department.
- Maintain effective working relationships with neighboring jurisdictions.





**ESSENTIAL JOB FUNCTIONS - *continued***

- Continue a strong organization with low turnover, high morale and innovation by subordinates.
- Review offense reports, arrest reports, accident reports and case reports prepared by Mundelein Police Department officers.
- Reviews the evaluations of employee performance and takes appropriate disciplinary action, when necessary.
- Respond to residents and/or media on complaints and related issues.
- Stay abreast of new trends and innovations in the law enforcement field.
- Provide information to the media about department activities, investigations, and projects.
- Cultivates positive community relations by interacting with civic and community groups.

**COMPENSATION**

The Police Chief has an annual salary of \$125,000 to \$162,000. The Village of Mundelein also offers an attractive and competitive benefits package.

**OUR MISSION STATEMENT**

The Mundelein Police Department strives to provide the highest quality police service, which requires citizen involvement to identify and help solve problems within the community. The Mundelein Police Department provides professional, knowledgeable, and focused law enforcement services to ensure the safety and well-being of all people, while promoting individual responsibility and community commitment. Our officers work with compassion and respect as we assist crime victims and form partnerships to organize strategies – which reduce crime, the fear of crime and improve the quality of life. As we work toward these goals we do so remembering: Our greatest asset is our personnel; our greatest strength is our partnership with the community.

**POLICE DEPARTMENT ORGANIZATION**

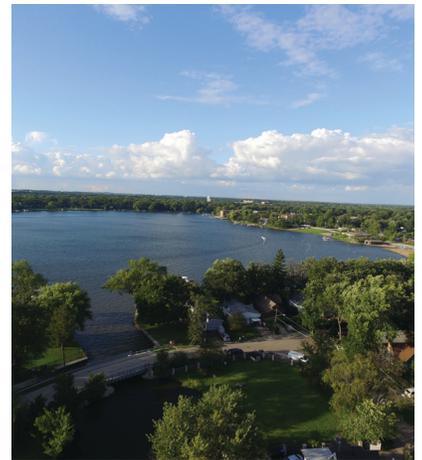
The Village of Mundelein currently serves a population of approximately 32,000 residents and a service area of over 9 square miles. The Police Department has 82 authorized positions, including 14 Command staff, 15 Dispatchers and 53 sworn officers, operating under a department budget of over \$11 million. Police Patrol is represented by the Metropolitan Alliance of Police Collective Bargaining Unit.



## THE COMMUNITY

### MUNDELEIN, IL – A GREAT PLACE TO START ... AND STAY!

Mundelein is nestled in the center of Lake County, just 40 minutes from Chicago and O’Hare airport. As the third largest community in the county, Mundelein is growing rapidly in size, affluence, and population due to its outstanding Village services, strong industrial base, great housing values and solid educational opportunities. Given its excellent location and access, substantial property investments, and flourishing activity in the Downtown, Mundelein has all the attributes that make it an ideal place for redevelopment and growth. Historically, Downtown Mundelein’s land use was primarily industrial and struggled to compete with neighboring communities that had strong, established retail markets. But, under the previous and current mayoral administrations spanning 15 years, the Village has committed to higher density downtown redevelopment with 46 acres now available for mixed use projects. Indeed, Mundelein has earned the reputation of a transforming community on the rise. Mundelein is home for 800 businesses, many of which are located within 534 acres zoned for manufacturing and help provide a strong tax base. Four major highways intersect within Mundelein - Illinois Route 60, US Route 45, Illinois Route 176 and Route 83 - and provide easy access to the Chicago region for residents and businesses. Over the past decade, Mundelein has re-branded and redefined itself. With the support of a progressive and forward-thinking Board of Trustees, Mundelein has embarked on a very exciting redevelopment period and is making significant investments in redefining itself to reflect the changes in the 32,000-resident community. Each department’s highest priority is providing exceptional customer service.



Mundelein has earned the reputation as a community builder through its many events. Community celebrations, outdoor concerts, classic car shows, Craft Beer Festival, Community Days Festival, Mundelein Arts Festival, Holiday Tree Lighting, and nice restaurants bring people together in the expanding downtown.



Impact Lives

Create Change

Build Community

**THE COMMUNITY - *continued***

Houses range from affordable homes for the first-time home buyer to elegant, upscale homes on large, wooded lots nestled on one of Mundelein’s scenic lakes. Mundelein’s neighborhoods are small and close-knit, which makes residents feel as if they live in a small town, yet the access to major roadways and commuter railroads gives residents the same convenience to downtown as if they lived in a close Chicago suburb. Mundelein boasts many one-of-a kind fine restaurants and casual eateries, many of which are independently owned and operated.



One of Mundelein’s strongest assets is the availability of high-quality education at the schools throughout the community. Mundelein High School and Carmel Catholic High School are multi-year Blue Ribbon Schools of Excellence, along with several elementary schools. Mundelein High School’s new, state-of-the-art \$23.6 million STEM addition features a STEM lab, multiple science/math labs, a Business Incubator lab, and multi-use classrooms. Maintaining and growing this relationship with the schools is a high priority.



The award-winning Mundelein Park and Recreation District provides 33 exceptional parks and numerous recreational services to serve residents year-round. The jewels of the park system include Barefoot Bay Water Park, Steeplechase Golf Course, Diamond Lake Beach, and Kracklauer Park, to name just a few. The Fremont Public Library District operates a 55,000 square foot facility which further enhances educational opportunities.



***Mundelein takes pride in its Brand Promise -***



*“Mundelein will be Central Lake County’s premier location for entrepreneurs and known as a welcoming community.”*

*Mundelein’s unique character and year-round activities - in the heart of Lake County - make this community a great place to Start...and Star!*

## DEMOGRAPHICS / AMENITIES

- Population: 31,364
- Median HH Income 2019: \$86,730
- Average HH Income 2019: 109,459
- Median Home Value: \$262,074

**Race and Ethnicity** - Mundelein is enriched by a diverse population, with over 35% of the population identifying as Hispanic. Additionally, many Eastern Europeans and Asians have also made a home or a business presence in the community. Over 42% of the population speaks a language other than English at home.



**Housing** - Mundelein serves a diverse range of ages and abilities with a wide range of housing stock comprised of single-family, single-family attached, townhouses, low-rise multi-family, and mid-rise multi-family. The community has organic housing stock from the late 1800s/early 1900s, but most of the housing was developed post-World War II and after. Total housing units are around 11,200+. Those interested in a transit-oriented lifestyle served by Metra commuter rail can locate in the Village's Downtown with its own Metra train station. Others seeking larger homes, and lots may choose to locate in master planned communities by national home builders, including 55+ communities such as the Del Webb Grand Dominion neighborhood by Pulte, Glen Garden Estates, and Beckett Crossing.

**According to Niche.com** - Mundelein ranks in the top 10% of Illinois Suburbs for Young Professionals and Most Diverse Suburbs in Illinois.

## BOARD OF TRUSTEES AND VILLAGE DEPARTMENTS

The Village of Mundelein operates under the Council – Manager form of government and has a Mayor and six Trustees. There is a strong commitment to professional management within the organization and the Mayor appoints the Village Administrator with the consent of the Village Board. Mundelein's workforce is approximately 182 full-time employees and 13 part-time employees. There are six Department Heads. Departments include: Police, Fire, Public Works and Engineering, Building, Community Development, Finance, and Administration. Key support services are provided by the Customer Service team, Human Resources Manager, the Communications and Marketing Manager, and the Information Technology team.

Impact Lives

Create Change

Build Community



## TO APPLY

The Village of Mundelein is an equal opportunity employer and is committed to diversity in the workplace. If you are interested in this outstanding opportunity, please apply by September 9, 2020 with a cover letter, resume, and a list of five references in confidence on the Village of Mundelein Website Employment Opportunities page

[www.mundelein.org/government/employment-opportunities](http://www.mundelein.org/government/employment-opportunities)

Applicants for this position selected as finalists will be subject to a background screening. Pre-employment process following conditional job offer will include a full background investigation, including but not limited to psychological evaluation and drug screen. References will be contacted only following candidate approval. If you have questions about this process, please email [careers@mundelein.org](mailto:careers@mundelein.org) or call Lynne Monroe, Human Resources Manager at 847-949-3228.



## Mundelein Police Department

221 North Lake Street  
Mundelein, Illinois 60060

Non-Emergency Number: 847.968.4600

Pride

Courage

Commitment