



Job Code: 8091
Grade: 24
HCWR: N

Job Title
Chief of Police and Public Safety

Department
Administration

This position is exempt from Career Service under the CCH Personnel Rules.

Job Summary

The Chief of Police and Public Safety (Chief) is an integral member of the Cook County Health (CCH) Business Operations team with specific responsibility for the direction and management of police and public safety for all central campus buildings, ACHN clinics, and John H. Stroger, Jr. Hospital. The flagship hospital of CCH, John H. Stroger, Jr. Hospital of Cook County, is an urban hospital and level three trauma center serving a vulnerable and diverse population, providing emergency services to this population 24 hours a day. The Chief will provide leadership for the safety and security operation in a manner that creates an overall culture of safety for all employees, patients, and visitors of all central campus CCH buildings and facilities.

General Administrative Responsibilities

Collective Bargaining

- Review applicable Collective Bargaining Agreements and consult with Labor Relations to generate management proposals
- Participate in collective bargaining negotiations, caucus discussions and working meetings

Discipline

- Document, recommend and effectuate discipline at all levels
- Work closely with labor relations and/or labor counsel to effectuate and enforce applicable Collective Bargaining Agreements
- Initiate, authorize and complete disciplinary action pursuant to CCH system rules, policies, procedures and provision of applicable collective bargaining agreements

Supervision

- Direct and effectuate CCH management policies and practices
- Access and proficiently navigate CCH records system to obtain and review information necessary to execute provisions of applicable collective bargaining agreements



General Administrative Responsibilities

Management

- Contribute to the management of CCH staff and CCH' systemic development and success
- Discuss and develop CCH system policies and procedures
- Consistently use independent judgment to identify operational staffing issues and needs and perform the following functions as necessary; hire, transfer, suspend, layoff, recall, promote, discharge, assign, direct or discipline employees pursuant to applicable Collective Bargaining Agreements
- Work with Labor Relations to discern past practice when necessary

Typical Duties

- Works in collaboration with the operations team and various administrators to plan, organize, and direct a comprehensive public safety and security operation ensuring public safety objectives are met in accordance with CCH goals
- Establishes policies and procedures to guide safety and security efforts in protecting and assisting staff, visitors, and patients as they go about their activities within the healthcare environment
- Provides direction to hospital security personnel and members of law enforcement staff on hospital premises to ensure all staff act in accordance with professional standards and protocols of safety with respect to incident prevention, investigations, parking enforcement, emergency response actions, and all related standards of public and patient safety
- Conducts performance reviews of safety and security staff as well as contractors. Represents the department in all labor disputes of union negotiations. This is a confidential position
- Builds relationships with and coordinates with City, County, and federal law enforcement officers where activities of public peace and safety are involved
- Ensures all incidents and arrest activities are thoroughly and appropriately investigated, documented, and communicated to appropriate stake holders in a timely manner
- Works in cooperation with Director of Life Safety to prepare the organization for emergency response

Reporting Relationship

Reports to the Superintendent of Police and Security.

Minimum Qualifications

- Bachelor's degree or higher from an accredited college or university
- Seven (7) years of experience in public safety and security
- Three (3) years of management experience in a public safety or security role
- Three (3) years of experience in hospital or campus safety and security
- Knowledge of the state and federal regulatory agencies that control the actions and policies of the hospital with regards to security, safety, and emergency management



Minimum Qualifications

- Knowledge of criminal and civil laws in the State of Illinois
- Prior experience working with emergency response and life safety initiatives
- Prior experience in a security or safety capacity serving a diverse community
- Prior work experience in a unionized environment
- Meet the annual minimum firearms qualifications as specified by the State of Illinois
- Current and valid State of Illinois driver's license and security vehicle operator's license
- Current and valid Firearm Owner Identification (FOID)
- Certified Healthcare Protection Administrators (CHPA) through the International Association of Health Care Security and Safety or eligible to be certified within one year of hire date
- Successful completion of National Incident Management System (NIMS) training program or eligible for completion within three years of hire date, required
- Certified as a law enforcement officer in the State of Illinois, or eligible for certification within one year of hire

Preferred Qualifications

- Ten (10) years of experience in public safety and security
- Prior experience in a hospital, medical center, health care organization or related industry
- Basic knowledge of Spanish language

Knowledge, Skills, Abilities and Other Characteristics

- Knowledge of specific equipment, specify: Operating safety vehicles and appropriate security weapons
- Demonstrates sensitivity and respect in caring for patients and in dealing with clients of diverse backgrounds
- Strong interpersonal skills: must be able to communicate with and build relationships with hospital administrators and local law enforcement agencies
- Analytical skills, problem solving skills: demonstrated ability to problem solve effectively and in an objective manner
- Conflict management skills: demonstrated ability to handle incidents in a manner that is focused on de-escalating problem
- Strong decision-making skills: demonstrated ability to make decisions in an emergency or possibly violent situation
- Flexibility and adaptability in performing work duties
- General office environment where work is generally sedentary in nature, but may require standing and walking for up to 80% of the time. Environment is fast paced, and some stress may occur. Visual acumen and manual dexterity for working with computers and keyboards is required.



Physical and Environmental Demands

This position is functioning within a healthcare environment. The incumbent is responsible for adherence to all hospital and department specific safety requirements. This includes but is not limited to the following policies and procedures: complying with Personal Protective Equipment requirements, hand washing and sanitizing practices, complying with department specific engineering and work practice controls and any other work area safety precautions as specified by hospital wide policy and departmental procedures.

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of the personnel so classified.

For purposes of the American with Disabilities Act, “Typical Duties” are essential job functions.