

**Position: Police Sergeant****Nature of Work:**

As a Police Sergeant, you will play a crucial role in preventing and suppressing crime, ensuring public safety through patrols, traffic control, investigations, and providing first aid. Serving as a senior officer, you will provide supervision and on-call support to our dynamic team.

**General Purpose:**

- Supervise police patrol officers and dispatchers
- Conduct investigations and participate in traffic regulation
- Perform related law enforcement activities

**Responsibilities:**

- Supervise subordinate officers, ensuring compliance with departmental policies
- Act as an immediate supervisor of the dispatch division when necessary
- Conduct normal patrol duties following proper police procedures
- Respond immediately to on-call requests, including in-person response to incidents
- Provide first-line supervision in the absence of the Communication Supervisor
- Conduct performance evaluations for patrol officers and assist with dispatcher evaluations
- Ensure proficiency, discipline, conduct, appearance, and attention to duty of all officers
- Take charge of major incidents, coordinating necessary actions
- Review pending reports daily to ensure accuracy and prompt completion
- Document contacts, patrol activity, and matters requiring reports via departmental forms
- Review performance of officers regularly, taking corrective action when necessary
- Report serious occurrences during the tour of duty to higher-ranking officers

- Be responsible for the care and handling of prisoners according to department policies
- Attend and ensure officers attend Court and DMV hearings
- Show concern for officers' appearance, behavior, vehicle maintenance, and report completion
- Assume responsibility for specific areas of Department operations as assigned
- Perform all other supervisory functions necessary on the shift
- Follow departmental rules, regulations, and policies

**Minimum Qualifications:**

- High school diploma or equivalent
- 1 year of supervisory experience or an associate's degree preferred
- Graduation from the Maine Criminal Justice Academy or meet MCJA requirements
- Minimum of five years as a full-time law enforcement officer
- Specialized police courses and experience in supervision/leadership

**Necessary Knowledge, Skills, and Abilities:**

- Thorough knowledge of modern law enforcement principles, procedures, and equipment
- Knowledge of applicable laws, ordinances, and department policies
- Skill in the operation of tools and equipment
- Ability to train and supervise subordinate personnel
- Effective oral and written communication skills
- Leadership abilities, good judgment, problem-solving, and decision-making
- Ability to deal courteously with the public and establish effective relationships

**Special Requirements:**

- Valid State Driver's License

- Ability to meet the Department's physical standards
- State of Maine Law Enforcement certification
- Ability to work shiftwork, including overnights

**How to Apply:**

Interested candidates should email their applications to [hr@barharbormaine.gov](mailto:hr@barharbormaine.gov).