

Director of Public Safety & Services

Opportunity Guide



Forest Preserve District of DuPage County



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Our Agency

The Forest Preserve District of DuPage County was established by referendum in June 1915. It is a separate legal entity whose boundaries encompass all of DuPage County and 12 acres in Kane County. It is organized and operates under the Downstate Forest Preserve Act of the State of Illinois.

The Forest Preserve District is made up of 26,000 acres (approximately 13% of the county's land area) containing 60 forest preserves, 166 miles of trails, 31 lakes and ponds, 47 miles of rivers and streams, and six educational and cultural centers. Each year over 6 million people visit the county's forest preserves.

Our Mission

To acquire and hold lands containing forests, prairies, wetlands, and associated plant communities or lands capable of being restored to such natural conditions for the purpose of protecting and preserving the flora, fauna and scenic beauty for the education, pleasure and recreation of its citizens

Our Vision

The Forest Preserve District of DuPage County is a nationally recognized conservation agency that envisions a community in which all citizens share a connection with nature and an appreciation for cultural history.



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The Opportunity: Director of Public Safety & Services

Overview

The Public Safety & Services director is a new position within the Forest Preserve District of DuPage County formed as a result of a reorganization initiated by the executive director.

The Public Safety & Services director will be responsible for providing exceptional leadership to four departments:

- Law Enforcement (Sworn Accredited Department)
- Site Operations (Forest Preserve District Rangers)
- Facilities Management
- Fleet Management

The director will be responsible for working collaboratively with each department to ensure goals and objectives are met and for evaluating current functions within the division to identify strengths and weaknesses.

Because this is a newly formed division, identifying and removing barriers across the division should be a priority. Although each department is tasked with its own duties and responsibilities, there are natural synergies and connections between each. The director must be able to identify and strengthen these relationships for the betterment of staff, the division, and the overall Forest Preserve District.

This position is a member of the Forest Preserve District's executive leadership team.

Opportunities for growth and development within the division include but are not limited to:

- Leadership development at every level
- Succession planning for the future
- Formalization of districtwide safety training programs
- Development and implementation of a districtwide asset management plan
- Development of an alternative green fleet and equipment program
- Collaboration with the Community Engagement Services division to deliver public education and recreational services
- Increased public safety awareness and public engagement
- Development of proactive community engagement efforts and programs





The Opportunity: Director of Public Safety & Services

Required Leadership Skills

Excellent Listener

Possess this vital factor for success, which is as equally important as speaking or writing

Excellent Communicator

Convey messages with clarity, conciseness, and confidence

Self-Confidence

Cultivate confidence personally and within others, valuing own experiences and drawing upon them to weigh risks and alternatives and decide on directions in matters large and small

Decision Maker

Identify situations, assess needed research, draw on resources and relationships, and proceed to quick but sound decisions without regret or later self-doubt

Empathetic Leader

Lead and manage disagreements and discussions among diverse participants who share different backgrounds and opinions

Self-Awareness

Be aware of contributions to the conversation or intended audience, know how to manage or help the flow of dialogue, and be able to quickly assess, change, and manage appropriate communications

Relationship Builder

Develop genuine and positive relationships with experts on various subject matters and engage with them when decisions relating to their particular areas are needed

Establish a Culture of Teamwork

Incorporate collaborative tools that allow staff to work and talk with one another simultaneously, encouraging the share of information and facilitating programs where employees can cross-train and mentor one another

Establish a Culture of Accountability

Set and communicate clear expectations, align individual and team goals with division and organizational strategies and visions, provide recognition and feedback, and take action when individuals and teams do not meet expectations

Embrace Mistakes

Face mistakes, empower staff to try new things, and understand and convey to others that mistakes can be opportunities to learn and grow



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The Qualified Candidate and How to Apply

The Qualified Candidate

Bachelor's degree in related field — public safety, public administration, business management, parks and recreation, etc. — with master's degree preferred

Minimum 10 years of progressively responsible management

Knowledge of criminal justice, forestry, conservation, building trades, management practices, high-performance organizations, process improvement strategies, and team building

Ability to manage, direct, and motivate a diverse group of individuals toward achievement of Forest Preserve District and division goals and objectives

Strategic planning and critical reasoning

Excellent communication skills, both written and verbally

Ability to resolve conflict in a positive and proactive approach

Ability to delegate responsibility and establish clear expectations

Ability to critically assess and evaluate norms and procedures and implement changes when warranted

Ability to work positively and collaboratively within a unionized work environment

Experience with promoting diversity and inclusion programs and initiatives

Excellent customer service skills and ability to positively represent the Forest Preserve District throughout the county among a diverse group of stakeholders

How to Apply

The Forest Preserve District of DuPage County is an EEO employer. We provide equal employment opportunities to all employees and applicants for employment and prohibit discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

To ensure confidential tracking of all applicants, resumes and inquiries will not be accepted via email or phone. The search will be led by Karie Friling and Christina Watson.

For a link to our online application, which includes the complete job description, visit dupageforest.org/get-involved/work-for-us.



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