



STATE OF VERMONT
CAPITOL POLICE DEPARTMENT

CAPITOL POLICE SERGEANT

The Capitol Police Department seeks to hire two Sergeants. Our mission is to provide police services to the Vermont State House, members of the General Assembly, dignitaries, visitors, and staff. We understand the importance of work life balance and we value your time with family.

The Capitol Police Sergeant performs police services with the duty and authority to enforce Federal and State laws and Legislative Rules. The Police Sergeant is responsible for first-level supervision of officers under their command and the coordination of a shift of assigned personnel primarily engaged in law enforcement activities. The Police Sergeant works closely with the Chief of Police, superior officers in rank, fellow Sergeants, and officers under their supervision to ensure the delivery of efficient and effective police services.

The Capitol Police Department offers up to a \$5,000 retention incentive. Vermont Level III certified police officers, as well as out-of-state certified officers, are encouraged to apply.

The Compensation:

The Sergeant's salary will be paid according to commensurate experience. The range is \$72,750-\$109,150.

The Advantages:

- Overnight shifts are very rare.
- Work/Life Balance: flexible schedules, a generous leave plan, and 11 paid holidays each year.
- Training: training opportunities all over the country (you will attend a minimum of 3 weeks out of state in the first two years, if available).
- Opportunities you don't always get in other Law Enforcement Agencies, such as inter-agency teams.
- Time allotted during your workweek for exercise.

The Benefits:

- 80% State-paid medical premium.
- Dental Plan at no cost for employees and their families (after six months).
- Flexible Spending healthcare and dependent care reimbursement accounts.
- Retirement Plan, including a state pension plan.
- Low-cost group life insurance.
- Incentive-based wellness program.

Requirements:

Required:

- A minimum of an Associate Degree.
- 5+ years of relevant, law enforcement experience.
- Level 3 Police Officer Certification through the VCJC, or a Level 2 Police Officer Certification through the VCJC with the successful completion and award of Level 3 certification within one year of hire in the Sergeant role.

- Note: This time limit may be extended based on access to required academy training or other relevant factors.
- Possess and maintain a valid Vermont Driver's License with evidence of responsible driving in the last three years.
- Must be a United States citizen.
- Must meet position age requirements, as outlined in the State of VT Retirement system.
- Male applicants must be registered for Selective Service or exempt under federal law.
- Must successfully complete a full field background investigation.
- Must successfully comply with the Vermont Criminal Justice Council pre-employment requirements.
- Must successfully complete all required training.
- Must successfully complete a probationary period.

Preferred:

- Bachelor's Degree in a relevant field.
- Current EMS License.
- Experience as a field training officer.
- Experience with public engagement and training.
- Extensive, all-hazards Incident Command System experience.

Required Skills:

- Ability to build trust of the officers and those they meet.
- Proven ability to be professional and transparent in all encounters creating a state of legitimacy.
- Broad and comprehensive knowledge and skills relevant to municipal, county or state law enforcement, including demonstrated understanding of principles and techniques.
- In-depth knowledge of relevant laws, regulations, ordinances, and operating policies and procedures, as well as knowledge of civil liability issues.
- Strong background in criminal law and investigations.
- Experience with varied police department operations.
- Ability to effectively promote and preserve civil order in emergency, dangerous, and/or highly sensitive situations.
- Ability to work cooperatively with, and represent the Department to, other law enforcement agencies, as well as State House officials and personnel.
- Displays impeccable attention to detail, leads by example, serves as a role model and mentor.
- Excellent communication and people skills.
- Solid understanding of fair and impartial policing.
- Ability to remain nonpartisan in a political environment.

How to Apply

To apply, please submit in Word or PDF format a resume and a cover letter explaining your interest and qualifications by e-mail to: HRApplications@leg.state.vt.us. Please put your name and "Sergeant application" in the subject field of the e-mail. Applications must be submitted by January 15, 2024. Interviews are expected to occur between January 15-31st, with decision(s) likely before February 7, 2024.

The Vermont General Assembly is an equal opportunity employer and applicants will receive consideration for employment without regard to race, color, national origin, religion, sex, sexual orientation, gender identity, disability, veteran status, or other protected category.