

## CITY OF NEW ORLEANS



SUSAN HUTSON  
INDEPENDENT POLICE MONITOR

### Position Announcement

The City of New Orleans, Office of the Independent Police Monitor, is now accepting applications for the position of **Deputy Police Monitor**.

The Code of Ordinances for the City of New Orleans, Section 2-1121, provides that “Office of the Independent Police Monitor (OIPM)” shall monitor the New Orleans Police Department, particularly in the areas of: civilian and internally-generated complaints; internal investigations; discipline; use of force; and in custody deaths. The Independent Police Monitor shall review and analyze the numbers and types of complaints; assess the quality and timeliness of New Orleans Police Department investigations; review the adequacy of data collection and analysis; review the public integrity bureau’s policies, procedures, and resource needs; conduct risk management reviews; review the operations and effectiveness of New Orleans Police Department “early warning system”; review specific issues regarding supervision, training, and discipline; conduct relevant pattern analysis;” and other tasks to ensure New Orleans Police Department accountability, transparency, and responsiveness to the community it serves.

The Deputy Police Monitor runs the Complaint Intake and Review Section of the OIPM. Additionally, as the second highest ranked position in the OIPM, the Deputy Police Monitor is also responsible for assisting the Independent Police Monitor in executing the duties of the office. The Deputy Police Monitor will develop policies for and exercise substantial independent discretion in all of the duties of the position. The Deputy Police Monitor will establish standards and methodologies for reviews, investigations, recommendations, and data collection and will prepare reports. The Deputy Police Monitor will perform the duties of the Independent Police Monitor during an absence, as well as other duties, as directed.

The salary for this position is **\$90,567**. Resumes and cover letters should be submitted electronically by **June 18, 2018** to: [policemonitor@nolaipm.gov](mailto:policemonitor@nolaipm.gov). Additional information may be required during the application process.

The successful candidate will be subject to an extensive background investigation, which includes a criminal history review, as well as a drug and alcohol screening.

Please contact Independent Police Monitor Susan Hutson at **(504) 309-9799** or [policemonitor@nolaipm.gov](mailto:policemonitor@nolaipm.gov) with questions regarding the position.



**Minimum Qualification Requirements:**

1. The Deputy Police Monitor shall be an attorney with substantial experience in criminal, civil rights, and/or labor law, or corporate and/or governmental investigation; or an individual with a master's degree and at least three years' professional experience in law enforcement oversight.
2. Knowledge of law enforcement, particularly of internal investigations of wrongdoing and uses of force, is essential.
3. Strong analytic and writing skills are required.
4. The deputy police monitor shall possess impeccable integrity, sound judgment and an understanding of the city's ethnic diversity, cultural traditions, and socio-economic situation.

**Characteristics desired in Applicants include:**

5. Knowledge of and experience in criminal law, particularly in the constitutional requirements of policing.
6. Familiarity with data collection and analysis.
7. Experience in using Microsoft 365 applications.
8. Familiarity with IT systems.
9. Familiarity with website usage.
10. Strong outreach skills and experience.
11. Media and public relations experience.
12. Fluency in Spanish or Vietnamese.

