

83-27

ORDINANCE NO. 96-5

AN ORDINANCE ESTABLISHING THE POSITIONS OF SHIFT COMMANDER
OF THE POLICE DEPARTMENT OF THE VILLAGE OF CHATHAM

BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE
OF CHATHAM, SANGAMON COUNTY, ILLINOIS, AS FOLLOWS:

Section 1: There hereby is established and created in the Police
Department of the Village of Chatham the position of Shift Commander commencing
May 1, 1986.

Section 2: The position of Shift Commander shall be terminable by the
Board of Trustees of the Village of Chatham.

Section 3: Persons holding the position of Shift Commander from time
to time shall be appointed from Personnel of the Police Department of the Village
of Chatham by the Mayor and shall serve at this job subject to ratification and
confirmation by the Board of Trustees of the Village of Chatham.

Section 4: Persons appointed to the position of Shift Commander of the
Village of Chatham shall receive the sum of One Hundred Sixty Seven (\$167.00)
Dollars per month, in addition to any other compensation such person might other-
wise receive from the Village of Chatham, which sum shall be paid at the times
that other compensation is paid to such person.

Section 5: Responsibilities of all persons who shall be appointed as
Shift Commander shall be as follows:

I. GENERAL DUTIES AND RESPONSIBILITIES:

A. The Shift Commander, under the direction of the Chief of Police,
assists in the duties and responsibilities of directing the
activities of all police officers assigned to a common activity
and mutual work period and to assume full responsibility for
that function during scheduled or emergency absences by the
Chief of Police.

B. Assists in directing the activities of subordinate police
officers.

Determines manpower needs per scheduled work periods and special
details and schedule, accordingly.

Contributes input during evaluation of subordinate police
personnel.

Assists in developing, implementing, enforcing and advising on
operating policies and procedures.

Advises and assists on budgetary matters.

Assumes the duties and responsibilities of the Chief of Police
in his absence and shall have the authority required for the
responsibility,

Responsible to make scheduled and non-scheduled inspections
of police activities to assure compliance with pertinent
policies and procedures, as well as with specific individual
instructions.

Provide effective response to emergency police needs as required by circumstances.

Reviews reports and logs of subordinate officers and gives direction.

Performs related duties as assigned.

Section 6: This Ordinance shall be effective upon passage and approval as provided by law.

PASSED April 22, 1986

APPROVED April 22, 1986

W.E. Moore

President, Board of Trustees
Village of Chatham

ATTEST:

Barbara Diekhans

Village Clerk

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