COMMUNITY POLICE COMMISSION, SENIOR POLICY ANALYST

THE COMMISSION

The Community Police Commission (CPC) envisions communities and Seattle’s police aligned in shared goals of safety, respect, and accountability. We listen to, amplify, and build common ground among communities affected by policing in Seattle. We are a small, but mighty, team championing policing practices centered in justice and equity.

THE JOB

The CPC is recruiting for a Senior Policy Analyst who combines strong public policy analysis, project management, and communications skills with a passion for finding solutions that result in all City of Seattle residents and visitors feeling safe.

In this job, you will:

- Organize, facilitate, and lead - CPC Workgroups focused on Police Practice, Behavioral Health, the State Legislative Agenda, and any Ad Hoc workgroups based on need, such as Complainant Appeals
- Collect and analyze qualitative and quantitative data, be able to present and translate data working with the research and data analyst and community engagement team
- Conduct policy research, analysis, and evaluation – local, state, and federal policy proposals, laws, and rules related to civilian oversight of law enforcement
- Develop written products – policy briefs, research memos, testimony for legislation and legislative needs and prepare and give presentations to Council, Mayor and/or community at the request of leadership
- Work collaboratively with counterparts in the Office of Police Accountability (OPA), Office of the Inspector General (OIG), and Seattle Police Department (SPD) to implement police accountability legislation. Work collaboratively across team departments to ensure that policy work is driven by community feedback and community collaboration
- Support the success of the Community Police Commission and senior staff

To be successful in this job, you are committed to:

Championing equity – addressing racial disproportionality in policing and collaborating with diverse communities to ensure their voices are heard and their expectations are reflected in the policing of the City of Seattle
Listening and communicating clearly - to all audiences using a variety of tools to create and deliver concise oral and written presentations, memos, summaries, reports, etc.

Solving problems collaboratively – working with teammates, OPA/OIG/SPD counterparts, policy advisors, budget and fiscal policy analysts, and community members

To be effective in this job, you have:

- A deep understanding of public policy development, assessment, and implementation
- Provided strategic policy recommendations - based on research, analysis, and evaluation of policy proposals, laws, and rules – developing and evaluating alternatives and choices with clear options and recommendations
- Knowledge of police accountability systems, police services, and policing policies and practices
- Demonstrated ability to assess the quality and value of publicly accessible information and data from a range of sources to provide thoughtful and balanced recommendations
- Understanding of how institutional racism and government have contributed to inequality, particularly in the domain of policing
- Demonstrated the ability to develop strong working relationships with colleagues and community stakeholders
- The ability and willingness to learn how to build and maintain a Tableau dashboard or similar demonstrated data management skills.

Qualifications

A successful applicant will have experience that reflects a commitment to public service and finding ways to use policy to enact change to reach anti-racist goals. This experience should be complemented by demonstrated ability in the following areas:

- Policy development and implementation
- Research and data analysis
- Leading a team and managing work
- Listening, written, and oral communication skills
- Working in a dynamic, diverse, fast-paced environment both independently and as an active team member
Please note this job advertisement is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

**Additional Information**

**Why work at the City?**

The [City of Seattle](https://www.seattle.gov) recognizes every City employee must play a role in ending institutional and structural racism. Our culture is the result of our behavior, our personal commitments, and the ways that we courageously share our perspectives and encourage others to do the same. To cultivate an antiracist culture, we seek employees who will engage in the [Race and Social Justice Initiative](https://www.seattle.gov) by working to dismantle racist policies and procedures, unlearn the way things have always been done, and provide equitable processes and services.

**COVID 19 Vaccination Mandate** - City of Seattle employees are required to be fully vaccinated against COVID-19. If hired, you will be required to submit proof of vaccination prior to your employment start date. People are considered fully vaccinated two weeks after their second dose in a two-dose series or two weeks after a single-dose vaccine. Employees may make requests for a reasonable accommodation based on a medical disability or for sincerely held religious beliefs. Philosophical, political, scientific, or sociological objections to vaccination will not be considered for an exemption or accommodation.

This hiring process will be taking place during the holiday season which may cause scheduling delays. Our current plan is to begin interviewing in mid-December and complete the hiring process by early January.

In addition, to completing the application at [www.governmentjobs.com/careers/seattle](https://www.governmentjobs.com/careers/seattle) fully, please attach:

- A cover letter explaining your interest in this job and describing policy-related work that you have led
- A PDF of your current resume

Questions? Please contact Kate Moore at kate.moore@seattle.gov

This hiring process involves a background check of conviction and arrest records in compliance with Seattle's Fair Chance Employment Ordinance, SMC 14.17. Applicants will be provided an opportunity to explain or correct background information.
Who may apply: This position is open to all applicants that meet the minimum qualifications. The City of Seattle values diverse perspectives and life experiences. Applicants will be considered regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, sexual orientation, or gender identity. The City encourages people of all backgrounds to apply, including people of color, immigrants, refugees, women, LGBTQ, people with disabilities, veterans, and those with diverse life experiences.