



POSITION ANNOUNCEMENT

West Tennessee Law Enforcement Coordinator

ROCIC announces an opening for the position of West Tennessee Law Enforcement Coordinator. ROCIC offers an excellent benefit package, including medical, vision and dental insurance, a 403(b) retirement program, and life and disability insurance. A vehicle will be provided for ROCIC travel. This is an exempt position. Deadline for application is close of business Friday, May 17, 2024.



Annual Salary: \$78,319 – ROCIC Salary Table GS 11,5

QUALIFICATIONS:

Education - Degree from an accredited college or university with a major in Criminal Justice Administration or related area of study preferred or equivalent work experience.

Experience - Minimum of 15 years full time sworn law enforcement experience in the geographic area of responsibility. Part time or reserve officer experience does not qualify. A minimum of five years administration, management and/or supervisory experience within a law enforcement agency and five years full time criminal or narcotics investigations is required. Established reputation in the law enforcement community and associations within the area of responsibility. Experience using ROCIC and RISS services is preferred.

Skills - Skilled in criminal investigations, training and public speaking with excellent verbal and written communication skills. Must be fluent in the use of the Internet, Microsoft Office Suite tools, especially PowerPoint and Teams and able to learn, comprehend, and utilize and teach other technology and law enforcement databases as required.

Must maintain a valid driver's license and be capable of operating a vehicle.

DUTIES:

Represents ROCIC and the RISS Program in an assigned area of responsibility by building and maintaining relationships with law enforcement personnel.

Coordinates program services through scheduled onsite and virtual visits, telephonic and email contact with member agencies and prospective agencies, assisting with the administration and delivery of law enforcement support services to current member agencies, in accordance with all ROCIC guidelines, policies, and procedures.

Encourages and facilitates the sharing of criminal intelligence and activity between member agencies through submission of intelligence and inquiry into databases and usage of other ROCIC/RISS resources. Arranges and conducts regional information sharing meetings and attends similar meetings held by other law enforcement agencies.

Provides orientation of ROCIC services and demonstrates applications available on the RISSNET system. Develops PowerPoint Presentations and makes presentations at meetings and conferences ranging from 2 to 500 attendees.

Travels extensively throughout assigned region making on-site visits, conducting orientations, and attending law enforcement meetings as a representative of the organization to discuss the use of RISS/ROCIC services and resources and advises management of trends and needs in their area.

Required to reside within the geographic area of assignment. Subject to periodic redesign of regions to meet the needs of the ROCIC membership or the efficiency and economy of ROCIC.

Assists in accomplishing the goals and objectives of ROCIC and the RISS Program and any other duties or projects as assigned by the Executive Director or Deputy Director.

Candidate will be subject to:

- Drug Testing
- Extensive Background Investigation
- Law enforcement sensitive and potentially graphic or offensive material

ROCIC is a federally funded organization of criminal justice agencies in the southern United States working together to combat multi-jurisdictional criminal activities.

ROCIC is an equal opportunity employer

Interested candidates should submit a letter of intent and resume to humanresources@rocic.riss.net or mail directly to:

**ROCIC
Attn: Cristal Pierceall
545 Marriott Drive, Ste 850
Nashville, TN 37214**