City of New York
DEPARTMENT OF INVESTIGATION
Job Vacancy Notice

Civil Service Title: Deputy Inspector General	**Title Code No: 31144**
Unit: Office of Inspector General for the NYPD	**Work location:** 80 Maiden Lane, Manhattan
Office Title: Director of Investigations	
Number of Positions: 1	**Salary:** $ 75,000.00 to $ 120,000.00 Commensurate with Experience

Job Description

The Department of Investigation's Office of Inspector General for the New York Police Department ("Office" or "OIG-NYPD") is authorized to "investigate, review, study, audit and make recommendations relating to the operations, policies, programs and practices," of the NYPD, with the goals of enhancing effectiveness of the police department, increasing public safety, protecting civil liberties and civil rights, and increasing the public's confidence in the police force.

The Director of Investigations will also manage the Investigation unit's complaint intake function, where members of the public can make complaints regarding police operations, policies, and other issues. The Director of Investigations' responsibilities include managing and supervising all facets of investigations, from complaint intake (if the matter arises through that mechanism) through the drafting and review of the Office's investigative and other reports concerning systemic issues within NYPD. The Director of Investigations is also expected to establish and update investigative protocols for the Office and ensure that investigators are properly trained and performing their duties in conformance with those protocols. Managing the Investigation unit's staff of investigators and senior investigators is a core responsibility of the Director of Investigations position. This includes overseeing the assignment of work, driving individual performance, and other managerial functions. In addition, the Director of Investigations will be expected to work closely with the Policy Analysis unit to identify systemic issues and help oversee multidisciplinary teams as they conduct systemic reviews of NYPD operations. The Director of Investigations will work closely with the Inspector General and Deputy Inspector General, and, along with the Director of Policy Analysis and General Counsel, will serve as part of OIG-NYPD's executive staff.

Other responsibilities of the Director of Investigations may include:

• Planning and conducting reviews, studies, and audits of NYPD operations;
• Drafting and editing OIG-NYPD's reports and recommendations;
• Working with OIG-NYPD's executive staff to develop and update OIG-NYPD's policies, protocols, and priorities;
• Liaising with relevant staff at NYPD (including the Internal Affairs Bureau), the Civilian Complaint Review Board, prosecutors' offices, and other City and law enforcement agencies to collect evidence, manage investigations, and stay abreast of current NYPD policies, procedures, initiatives, and operations;
• Recruiting, interviewing, and supervising full-time investigators and investigative interns; and
• Performing such other investigative tasks as the Inspector General deems necessary to fulfill OIG-NYPD's mandate.

Qualifications

1. A baccalaureate degree from an accredited college or university and four years of full-time experience in investigation, auditing, law enforcement, law security, management analysis, or in a major operational area of the agency to which the assignment is to be made; at least 18 months of which must have been in a supervisory, administrative, managerial or executive capacity, and the approval of the Commissioner of Investigation; or

2. Education and/or experience equivalent to "1" above. However, all candidates must have the approval of the Commissioner of Investigation and 18 months of supervisory, administrative, managerial or executive experience; or 18 months of experience in the exercise of discretion and professional judgment in significant policy matters related to criminal justice or areas particularly relevant to the Office of the Inspector General to which the candidate would be assigned.

Preferred Skills

The preferred candidate should possess the following:

• At least ten years of on-the-ground professional experience conducting and/or overseeing investigations related to criminal justice, law enforcement or police accountability issues, including at least three years of employment at a law enforcement agency;
• Strong familiarity with police procedures, and in particular, the policies and operations of the New York City Police Department;
• Practical understanding of and appreciation for police accountability issues;

• Strong writing and oral presentation skills to communicate investigative findings and analysis in an objective, clear, effective and compelling manner;
• The ability to work with multidisciplinary teams, comprised of investigators, attorneys, policy analysts, and auditors, and to comprehend complex legal issues, statistical data, and policy issues;
• At least three years in a supervisory, managerial or executive capacity overseeing junior staff;
• Effective problem solving abilities and excellent judgment;
• Superb organizational and people management skills;
• Ability to function, exhibit flexibility, and thrive in a dynamic work environment;
• Familiarity with New York City a plus.

To Apply:
All current City Employees may apply by going to Employee Self Service (ESS) http://cityshare/ess

Click on Recruiting Activities/Careers and Search for Job ID # 231112

All other applicants, please go to www.nyc.gov/career/search and search for Job ID# 231112

PLEASE DO NOT EMAIL, MAIL OR FAX YOUR RESUME TO DOI DIRECTLY.

New York City residency is generally required within 90 days of appointment. However, City Employees in certain titles who have worked for the City for two continuous years may also be eligible to reside in Nassau, Suffolk, Putnam, Westchester, Rockland, or Orange County. To determine if the residency requirement applies to you, please discuss with the agency representative at the time of interview.
Appointments are subject to Office of Management & Budget approval for budgeted headcount.

Post Date: 2/10/16	**Post Until filled**	

The City of New York is an Equal Opportunity Employer.