

KENTUCKY LEAGUE OF CITIES

Position Title: Law Enforcement Consultant

Reports to: Director of Loss Control

Classification: Exempt

Position Summary: Responsible for providing professional, comprehensive loss control and risk management services to KLCIS law enforcement members.

Work is performed under the general supervision of the Director of Loss Control. This is sedentary to light work that requires limited physical effort; position requires visual acuity for preparing, reviewing, checking and maintaining written and computer files and records; requires hearing sufficient to accurately perceive information at normal spoken word levels, the ability to express or exchange ideas by means of the spoken word and manual dexterity to operate standard office, data entry and word processing equipment. Position requires moderate travel and occasional overnight stays.

- Evaluates member loss potential and liability through site surveys accident/fatality investigations, and develops technical reports with specific recommendations to reduce loss potential, employee injury and property damage.
- Coordinates loss control/risk management programs in assigned areas.
- Analyzes loss control/injury illness data by member and facility to determine trends and address specific areas of concern.
- Prepares reports to document findings of loss control surveys and makes recommendations for improved safety, loss control and risk management practices.
- Provides consultative and technical assistance to members and agents.
- Develops law enforcement safety and liability training programs and seminars to increase potential loss awareness among members and to provide regulatory compliance.
- Oversees the Firearms Training System, scheduling, development of training manual, selection of trainings scenarios and on-site training of instructors and the set-up of transition to host sites across the state.
- Coordinates with underwriting and marketing to complete underwriting surveys.
- Develops and maintains working relationships with clients.
- Identifies and alerts claims manager of faulty, unreasonable, or questionable claims.
- Provides recommendations for various law enforcement bills that are presented to the legislation for adoption into law.
- Coordinates and develops training programs with outside agencies.
- Attends professional development training for maintenance of professional certifications and stays up-to-date on evolving trends in loss control.
- Performs other related tasks as assigned.

Knowledge, Skills and Abilities: Thorough knowledge of Kentucky laws relating to law enforcement. Knowledge of current education and training techniques. Considerable interpersonal skills, ability to communicate effectively orally and in writing; considerable analytical ability; ability to plan, develop and evaluate training programs; must be a self starter and have ability to plan and coordinate work schedule without close supervision; must be able to work in a team environment; and must maintain effective working relationships with KLC and KLCIS staff.

Education and Experience: Any combination of education and experience equivalent to graduation from an accredited college or university with major course work in safety and loss control, engineering, insurance, business administration, law enforcement or a related field; minimum of 15 years experience in law enforcement industry; and current or former POPs certification.

Special Requirements: Possession of an appropriate driver's license valid in the Commonwealth of Kentucky.