WORK:

Employee shall be responsible for managing the activities of personnel assigned to the Aviation Section of the Mesa Police Department. Primary duties include: evaluation of pilots, tactical flight officers, and mechanics in the performance of their duties; review of mission logs, operation reports, and departmental incident and supplemental reports; preparation of deployment schedules for crew members and aircraft; ensure Aviation Section members comply with Federal Aviation Administration (FAA), Department, and Aviation Section regulations and procedures relating to Aviation Section and Department functions; and planning and implementation of strategies to mitigate risk and ensure resources are available for uninterrupted Aviation Section operations.

Additional duties include: preparation and evaluation of the Aviation Section budget; procurement and onboarding of Aviation Section personnel; review and execution of various contracts; writing and execution of grants; implementation of Department strategic initiatives; preparation of recommendations for aircraft replacement; oversight and coordination of standardized training for pilots and tactical flight officers, to include initial, recurrent and advanced training; creation and maintenance of training syllabi and documentation including qualification requirements; maintenance of flight manuals; compliance with FAA and Department regulations and procedures concerning the qualification of pilots and tactical flight officers; maintenance of current FAA certificates, ratings, and medical certificates held by each pilot; maintenance of current documentation of audiograms for Aviation Section personnel related to approved hearing tests under the requirements of the Hearing Conservation Plan (AVI 42); delegation of responsibility for any of the above to other Aviation Section pilots with the approval of the Section Commander or higher ranking official; submittal of reports on the performance of each pilot and tactical flight officer; and review of proficiency on a quarterly basis for helicopter certificated pilots and on an annual basis for fixed wing certificated pilots.

QUALIFICATIONS:

The Employee must have any combination of training, education, and experience equivalent to graduation from an accredited college or university with a Bachelor’s Degree in Public Administration, Business Administration, Aviation, Criminal Justice, or related field; possession of a current Commercial Rotorcraft Certificate with a helicopter instrument rating; have a current flight review in accordance with 14 Code of Federal Regulations (CFR) Part 61.56 which will be verified by Mesa in accordance with Section 2.4; have a minimum of 1000 hours total flight time to include 500 hours turbine helicopter flight time and 250 hours as a pilot-in-command (PIC); and extensive (5+ years) supervisory experience.