



Pennington County  
Lieutenant  
(Exempt C43)

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**Position Objective:**

The Patrol Lieutenant provides direct supervision to the Sergeants assigned to the Patrol Division. Additionally, the Lieutenant oversees several ancillary activities and represents the Sheriff's Office within the County.

**Essential Functions:**

- Continually assessing division goals in relation to the overall goals of the Sheriff's Office.
- Representing the Sheriff's Office before the media as needed.
- Providing management of Highway Safety, Forest Service, Humane Society Liaison/Billing grants.
- Fostering a positive working relationship with City, State and Federal Law Enforcement entities.
- Participating periodically in the interview process of potential candidates for employment or promotion.
- Providing direction or assuming responsibility as Incident Commander in major incidents or events.
- Overseeing disciplinary actions and making recommendations for personnel considerations.
- Conducting second line reviews of all pursuits or incidents involving a response to resistance and making recommendations to the Captain.
- Directly overseeing contractual responsibilities for the cities of New Underwood, Wall, Keystone and Hill City, including occasional attendance of council meetings in these contract cities.
- Coordinating with the Training Administrator on scheduling personnel for training needs, and special events.
- Maintaining ability to testify as a credible witness in court.
- Contributing to the team effort by accomplishing additional requirements as needed.
- Oversees the Reserve Deputy Program.
- Coordinates SOLV checks.
- Serving as the Water Rescue Team Liaison.
- Facilitating patrol shift bids and scheduling every 6 months.
- Coordinating with the Training Division regarding training needs and special events
- Overseeing disciplinary actions and recommendations of assigned personnel.
- Assumes Captain responsibility's during his or her absence.
- Responds to after hour incidents and events as needed.
- Performs additional duties as assigned.

*This job specification should not be construed to imply that these requirements are the exclusive duties of the position. Incumbents may be required to follow any other instructions, and to perform any other related duties, as may be required.*

**Experience and/or Education Required:**

- Must meet or exceed all standards and testing requirements as defined in policy.
- HS Diploma or GED required; formal education in human services or criminal justice desired.
- The Lieutenant must have 8 years' experience as a certified law enforcement officer, with a minimum of 2 years as a Sergeant or related supervisory experience.
- South Dakota Driver's License within 90 days of moving to South Dakota.

**Working Environment:**

Work is performed in office and outdoors, occasionally in cold or inclement weather. The work requires the use of specialized law enforcement equipment.

**Physical Requirements:**

The Lieutenant position requires data entry, driving, public speaking, vision, hearing, standing, walking, bending, stooping, running, heavy lifting and carrying, and safely and effectively using tools of the trade (firearms, tasers, etc.). May be exposed to hazardous conditions, extreme weather conditions, infectious diseases, air and water borne pathogens, body fluids, combative and assaultive suspects and criminals. Work is performed in office and field environments.

Lieutenants must possess sufficient physical capability to overcome and restrain a combative or resistive subject and are required to demonstrate compliance with physical fitness standards annually.

Lieutenants must demonstrate proficiency with assigned firearm during pre-service training and annually thereafter per policy.