



CLASS TITLE | COMMISSIONER OF PUBLIC SAFETY

PAY GRADE: EX-80 | www.cityoftulsa.org/pay

Effective Date: 06/24/2026

CLASS CODE: 1305

PURPOSE OF THE CLASSIFICATION: Under executive direction, serves as a key executive leader responsible for guiding, organizing, facilitating, coordinating and implementing the Mayor's policies related to public safety; directs and implements the Mayor's policies, vision and strategic plan to include collaboration with the community, business stakeholders and various internal and external customers; and performs other related assigned duties.

ESSENTIAL TASKS:

- Establish policy standards to ensure compliance and alignment with the city's strategic goals
- Oversee capital projects for facility planning and major construction or renovation projects
- Coordinates large budgets across multiple agencies, including training equipment, technology grants and federal funding opportunities
- Coordinates with diverse community stakeholders to improve the safety and services for the citizens of Tulsa
- Leads and coordinates interagency crises and disaster response, including incident command, and public communications
- Provides executive oversight to ensure best practices are followed in alignment with ethical operations, transparency, and public trust
- Advises the Mayor, City Council, or others on public safety legislation, policy changes, and emerging issues
- Coordinates training standards across public safety agencies to ensure best practices, consistency, and development
- Oversees the collection and analysis of public safety data
- Reports to work on a regular and timely basis

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

QUALIFICATIONS:

Training and Experience: Must meet the following criteria:

- (a) Bachelor's degree from an accredited college or university in public administration, criminal justice, emergency management or other related field;
- and,**
- (b) Minimum of ten (10) years' in Public Safety Administration with at least seven (7) years in a Senior Management role.

Knowledge, Abilities and Skills:



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Considerable Knowledge of:

- Public safety operations
- Municipal codes, public safety laws, compliance standards and policy requirements
- Major project and Capital Program management
- Executive and organizational leadership

Ability to:

- Develop long-term strategies, policies, and public safety initiatives to align with executive priorities
- Coordinate and evaluate multiple department budgets and capital project funding
- Oversee major facility projects, infrastructure planning and public safety construction initiatives
- Analyze data and assess performance metrics
- Effectively collaborate with community groups, businesses, government partners and internal customers

Skill in:

- Excellent written and verbal communication skills
- Public speaking and media interaction

Physical Requirements: Physical requirements include arm and hand steadiness and finger dexterity enough to use a keyboard and telephone; occasional lifting and carrying up to 20 pounds; occasional pulling up to 10 pounds; may be subject to sitting for extended periods of time, walking, standing, bending and reaching; and vision, speech and hearing sufficient to perform the essential tasks.

Licenses and Certificates: Possession of a valid Oklahoma Class "D" Driver license. Council on Law Enforcement Education and Training (CLEET) commissioned peace officer certification *preferred*.

WORKING ENVIRONMENT: Working environment is primarily indoors in an office setting; may require working evenings and weekends; travel to various locations to attend meetings and visit development/business sites.

EEO Code: E-01

Group: Public Safety

Series: Public Safety Administrative