



# Job Announcement

## POSITION

### RPSTC Director

## SALARY RANGE

**\$112,694.40 - \$146,515.20**

## LOCATION

**Reno, NV**

The Director, Regional Public Safety Training Center (RPSTC) manages, directs and oversees the day-to-day operations of the Regional Public Safety Training Center; and performs related work as required

The Director RPSTC must be able to work with senior executive staff from the Partner agencies, to include Fire Chiefs, Police Chiefs and the Washoe County Sheriff. The Director reports to the Chair of the Executive Board (which is the Washoe County Sheriff) and may also represent the RPSTC with the City Councils and the Board of County Commissioners for the future growth and enhancement of the RPSTC. The RPSTC Director works closely with outside vendors to maintain the property and facilities, along with contractors to construct and maintain training resources.

### Key duties and responsibilities include

- Direct, organize, and supervise the functions and activities of the Regional Public Safety Training Center.
- Promote the Regional Public Safety Training Center to local, regional, state, and national law enforcement and fire agencies; develop marketing strategies for the Regional Public Safety Training Center by creating and overseeing promotional material, providing tours, and developing and promoting seminars and classes.
- Serve as chair of the Operations Committee; support the Executive Board and Manager's Board; develop and make presentations, operations manuals, preparation of agendas and minutes; complete special projects as assigned.
- Coordinate activities and training scheduling between the partner agencies to ensure cooperation with usage of the Regional Public Safety Training Center.
- Develop, monitor and administer the Regional Public Safety Training Center budget to ensure effective and efficient use of the Public Safety Training Center resources; ensure that all expenditures meet applicable regulations; communicate with the Regional Public Safety Training Center boards and committees about the financial aspects of the operations; generate revenue through scheduled training to achieve a cost benefit for the training center.



QUALITY  
PUBLIC SERVICE



INTEGRITY



EFFECTIVE  
COMMUNICATION



## The Regional Public Safety Training Center

The Regional Public Safety Training Center (RPSTC) located in Reno, Nevada is a multi-use training facility designed to provide the highest quality of training to local law enforcement, fire services, corrections personnel and all first responders. Opened in 2002, the Center is owned by **Washoe County** and managed under an Interlocal Agreement with the **City of Reno** and **City of Sparks**. Five public safety agencies: **Reno Police Department** and **Reno Fire Department**, **Sparks Police Department** and **Sparks Fire Department**, and **Washoe County Sheriff's Office** share in the governance and costs to support Center operations. The RPSTC has expanded continuing professional training opportunities to public safety organizations throughout Nevada and California. Today, the RPSTC has positioned itself as a leading provider of public safety training in northern Nevada and northeastern California.

### Present

The 124-acre and modern Regional Public Safety Training Center includes such state-of-the-art facilities as:

- High Tech Tiered Classrooms
- Seven Story burn tower
- Confined space labyrinths
- USAR Rubble Pile



### Future

The Training Center is improving training efficiencies through the integration of technology. Investments in infrastructure, learning management systems, simulators, and distance learning technologies will reduce training delivery costs as well as enhancing the learning experience. These efforts will increase anytime/anywhere access to learning, maximize capacity of available resources, and reduce costs associated with training public safety personnel.

### The Mission:

The mission of the Regional Public Safety Training Center is to provide training resources and high-quality educational programs that offer partnering agencies and the community the most cost-effective way to develop and train their personnel.

### The Vision:

Be the premier provider of public safety training in the Western United States.



## The Ideal Candidate

Washoe County is seeking a strong leader with executive level management experience. The new Director, Regional Public Safety Training Center will bring significant experience in management, administration and marketing of a regional training center, law enforcement agency or fire agency, as well as experience working collaboratively with appointed and elected officials. The ideal candidate will also:

- Have experience with Law Enforcement and/or Fire Services.
- Have a business background with experience in sales, marketing, and budgetary procedures.
- Have a background in project management, with an emphasis on vendor contracts.
- Have the ability to request and evaluate construction bids and vendor proposals.
- Have previous involvement with City and/or County government functions.
- Be approachable, engaging, and dedicated to a team-oriented environment where sharing of information, ideas, and feedback is encouraged and supported.
- Possess excellent communication and interpersonal skills.
- Have a commitment to the County vision, mission, and organizational priorities and the ability to strategize, prioritize and execute programs and services will be highly valued.
- Have the ability to engender trust and establish highly effective working relationships with assigned staff, employees, elected officials, organizations and the public.
- Have a demonstrated ability to make effective presentations to a variety of audiences including elected officials and the general public.

## Required Education And Experience

Five years of full-time progressively responsible experience in the management and administration of a regional training center or similar type of training institution, a law enforcement agency, or a fire agency AND a bachelor's degree from an accredited college or university in business administration, public administration or a closely related field; OR an equivalent combination of education and experience.

## License Or Certificate

- A valid driver's license is required at the time of appointment and must be maintained for continued employment in this classification.

## To Be Considered:

- Submit the required application at: [governmentjobs.com/careers/washoecounty](https://governmentjobs.com/careers/washoecounty)
- In addition to the application, the following documents must be included with the application before the filing deadline in order to be considered:

### Compelling cover letter

- Comprehensive resume which includes how the applicant meets the Ideal Candidate criteria
- Professional references
- One letter of recommendation



## Compensation & Benefits

The annual salary range for this position is up to \$146,515.20. Washoe County also offers an exceptional benefits package which includes:

- Nevada PERS Retirement - Washoe County pays 100% of the PERS contribution for each full-time employee.
- Health, Dental, Life and Vision Insurance – Washoe County contributes 100% of the premium for each employee. Coverage includes medical, dental, vision, and life insurance. Washoe County also contributes 50% of the premium for dependent coverage.
- Note: New employees are automatically enrolled in the High Deductible Health Plan (HDHP) with a Health Savings Account. Employees become eligible for health benefits after 30 days of employment. Washoe County contributes up to \$2,500 annually into the employee's Health Savings Account (HSA).
- Vacation Accrual (120 hours per year, increasing with continued employment)
- Deferred Compensation plans available
- 12 Paid Holidays
- Sick Leave (120 hours per year, increasing with continued employment)
- Longevity Pay
- Merit Increases - Full-time employees eligible to receive an annual merit increase of 5% until the position classification's maximum salary is reached.
- Cost-of living adjustments - historical annual COLA increases for 2017-2024 have ranged from 2.5% - 5.0%
- There are no Social Security deductions (although a 1.45% deduction for Medicare is required)
- Nevada does not have state or local income tax\*

## EEO Statement

Washoe County is proud to be an equal opportunity employer and is committed to a diverse workforce that creates a sense of belonging for all employees and citizens, thereby encouraging persons from all backgrounds and experiences to apply for employment. Washoe County will recruit, hire, train and promote into all job levels without regard to race, religion or belief, gender, marital status or domestic partnership, familial status, national origin, age, mental or physical disability, pregnancy, sexual orientation, gender expression or identity, genetic information (GINA), veteran status, political affiliation, membership in an employee association or union or any other protected class under applicable federal or state law.



## About Washoe County

Washoe County is located along the eastern slopes of the majestic Sierra Nevada Mountains in northwestern Nevada. The County covers an area of 6,600 square miles bordering California and Oregon. The County seat is the City of Reno, the third largest city in Nevada. Reno boasts a bustling downtown, diverse neighborhoods, Nevada's flagship state university, and a top-ranked international airport. Nearby are the City of Sparks, the state's fifth largest city, and Incline Village at Lake Tahoe. The County's approximately 496,000 population is split with nearly half residing in the incorporated City of Reno, one quarter in Sparks and one quarter in the unincorporated areas. Residents and visitors enjoy the pleasant climate, abundant recreational activities, arts, entertainment, professional sports, and cultural events.

## Washoe County Governance & Organization

A five-member Board of County Commissioners, elected by district, governs Washoe County. The Board appoints a County Manager who is responsible for policy implementation and overall operations. The County provides services as an administrative arm of the state, as well as a variety of regional and community services. The County has twenty-four departments managed by appointed department heads and an additional seven led by elected officials.

Our organization employs over 3,000 people dedicated to serving the citizens of Washoe County.

## Tentative Timeline

**FILING DEADLINE: August 28, 2025**

**August 7, 2025 – August 28, 2025**

Applications accepted

**Week of September 15, 2025**

Screening Committee reviews applicant materials to identify candidates with the most potential for success in the position to be invited to interview

**Week of September 29, 2025**

Interviews

**Week of October 6, 2025**

Background investigation begins

**TBD**

Hire date upon successful completion of the background investigation

## Questions?

Contact Alicia Agrella at

[aagrella@washoecounty.gov](mailto:aagrella@washoecounty.gov) or Julie Paholke at [jpaholke@washoecounty.gov](mailto:jpaholke@washoecounty.gov)

