

RANGEMASTERDEFINITION

Under general supervision, oversees the safe and efficient operation of the Police Department's two separate shooting ranges, instructs and tests sworn police personnel in the use of firearms, and cleans and repairs weapons.

ESSENTIAL FUNCTIONS INCLUDE BUT ARE NOT LIMITED TO

Oversees the safe and efficient operation of the Police Department's two separate shooting ranges on a 7-day, 24-hour-per-day basis. Oversees all range activities and assures range is maintained in a clean and safe condition. Monitors outside agency personnel who use the range and ensures compliance with range use and safety rules. Provides instruction in firearm proficiency and safety. Conducts firearms qualification shoots using actual firearms or training videos; plans and lays out shoot course designs. Inspects, maintains and repairs all Department owned and privately owned weapons authorized for use; inspects, cleans, repairs and seals all shotguns. Maintains inventory records and adequate supplies; projects future needs; places supply orders. Periodically reviews and recommends changes to the Department's weapons and ammunition. Maintains official records of all range activities, shooting scores and weapons authorized for carrying; notifies supervisors of non-qualifying officers. Familiarizes new officers with Department policies and procedures regarding shooting regulations; provides instruction on proper use and handling of weapons and related accessories; provides remedial training for shooters with low competency. Researches, develops, and writes instructional programs and/or lesson plans for firearms training in areas such as use of force and realistic force training for various divisions, including Motors, Bicycle Patrol, and SWAT. Supervises employees and oversees the training and daily activities of the Department's assistant rangemasters plus those from outside agencies. Promotes, develops procedures and writes contracts for present and future range leasing by outside agencies. Conducts research and compiles written staff studies, reports and recommendations regarding use of force, firearms and range procedures. Reviews, recommends changes to, and rewrites Departmental Orders and Training Bulletins. Testifies as an expert witness in civil liability and criminal cases. Observes and advises the Police Chief's Shooting Review Board. Performs other related functions as assigned.

DISTINGUISHING FEATURES OF THE CLASS

This is a non-sworn, one-position classification where work is performed fairly independently and autonomously. The classification requires a comprehensive knowledge of all types of firearms used in the Department, as well as appropriate shooting techniques and instruction methods. The classification is not in the career ladder of any series in the City, although there is a relationship between it and sworn police classifications.

RECOMMENDED MINIMUM QUALIFICATIONS

Experience as a law enforcement rangemaster and armorer, military range officer, firearms instructor, police officer with rangemaster experience or any equivalent combination of experience and training which provides the knowledge, skills and abilities listed below.

DESIRABLE KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of: Police firearms; methods, materials, equipment and safety precautions used in the skilled maintenance, repair and testing of handguns, shotguns and other weapons; principles of supervision and training needs assessments; first aid techniques; and methods of record keeping.

Skill in: Disassembling, cleaning, repairing and operating various types of firearms.

Ability to: Instruct police personnel in the proficient and safe use of firearms; score and record performance during firearms training; maintain accurate records of shooting scores and all range activities; perform skilled maintenance and repair of a wide variety of authorized police weapons; establish and maintain effective working relationships with others; organize and coordinate the activities of two separate 12-point shooting ranges.

The following certifications are not required but are highly desirable:

- * California POST certified Law Enforcement, Armorer's Certificate
- * FBI and/or NRA certification as a law enforcement rangemaster, or equivalent certification as a civilian rangemaster
- * Law Enforcement Armorer's Certificate from Glock, SigSauer, Remington or Colt firearms manufacturers.

SPECIAL REQUIREMENTS

Must possess and keep current a valid California Driver's license.

Note: Candidates may be required to repeatedly lift and carry ammunition and range equipment weighing up to 70 pounds.

CHARACTERISTICS OF SUCCESSFUL PERFORMERS

Successful performers are level-headed individuals with high ethical standards. They exercise good safety practices and have the ability to provide safe firearms training and instruction. These performers are able to react appropriately and quickly to both routine and crisis situations. In addition, they are able to develop and maintain effective working relationships with law enforcement personnel.

Class title established per Council Resolution No. 93-022,
effective 4-1-93

Class Specification Revised: 3/98

Rangemaster
Page 3 of 3

ADA Approved: 4/98