

## OPERATIONAL COMMAND

I. The S.A.V. Commander shall exercise command of the S.A.V. operations. The Sheriff of Pima County shall appoint the S.A.V. Commander. The duties and responsibilities of the S.A.V. Commander shall include, but are not limited to, the following:

A. The S.A.V. Commander shall report directly to the PCSD Green Valley District Commander, or his designee, on all operations that are conducted in direct support of the PCSD.

B. The S.A.V. Commander shall control and maintain management oversight of the operating divisions and be responsible for obtaining adequate resources for their operation.

C. The S.A.V. Commander shall appoint Deputy Commander(s) to assist in the management of the S.A.V. operations and shall establish their specific assignments.

D. The S.A.V. Commander shall appoint Directors of the Operating Divisions and shall delegate to those Division Directors authority to manage their Divisions.

E. The S.A.V. Commander shall direct the operations of the Green Valley Amateur Radio Club with respect to operational activities when the Radio Club is called upon to support the S.A.V. operations.

F. The S.A.V. Commander shall direct the development and maintenance of the Annual Budget for all operational activities. This budget activity is to be done with the cooperation and support of the Finance Committee defined in the Bylaws.

## II. Divisions.

A. There shall be four (4) Divisions of the operational activities of S.A.V.:

1. Administration.
2. Training.
3. Community Services.
4. Field Operations.

B. Each Division Director may designate members of

his/her Division to coordinate activities of branches of that Division, as he/she considers necessary. The Division Director, subject to ratification by the S.A.V. Commander or Deputy Commander, may appoint Deputy Directors or Division Managers.

III. The Administration Division is responsible for the following:

- A. Staffing the PCSD reception desk.
- B. Staffing the S.A.V. reception desk.
- C. Staffing for the Bailiff of the Green Valley Justice Court.
- D. Maintaining records, reports and files.
- E. Establishing and maintaining a system of data processing records, making such records available for the use of the Officers and Directors when requested.
- F. Building and Grounds Maintenance
- G. Purchasing of non-capital items.
- H. Such other duties as may be assigned by the S.A.V. Commander.

IV. The Training Division is responsible for the following:

- A. Conducting the S.A.V. Training Academy to properly prepare volunteers to carry out their assigned duties and such other professional training as may be required.
- B. Recruiting of volunteers.
- C. Such other duties as may be assigned by the S.A.V. Commander.

V. The Community Services Division is responsible for the following:

- A. The Neighborhood Watch program, as well as other Crime Prevention Programs.
- B. The Business Identification program.
- C. Fingerprinting services.
- D. Citizen Care Services for memory impaired.
- E. Such other duties as may be assigned by the S.A.V. Commander.

VI. The Field Operations Division is responsible for the following:

- A. Motorized patrol.

- B. Traffic control.
- C. Criminal investigation.
- D. Crime prevention.
- E. Security home checks.
- F. Emergency response.
- G. Special events.
- H. Vehicle Maintenance.
- I. Bike Patrol.
- J. Such other duties as may be assigned by the S.A.V. Commander.