# Looking for a Flexible Full-Time Job? Enjoy the freedom of working from your home on your own schedule?
## Join our growing team as an
## Law Enforcement Policy Content Development Representative (FT)

The incumbent will research, develop, author, review and recommend policy and other content for the Law Enforcement product lines.

## KEY RESPONSIBILITIES:
★ Develop and prepare new policy content and updates to existing policy content for multiple jurisdictions and multiple disciplines using proprietary software systems
★ Proactively identify current and future policy needs based on trends, best practices, case law, accreditation standards and other influences
★ Evaluate policies and other content using relevant information and individual judgment to ensure compliance with various state laws, regulations or standards and recommend change and updates as necessary
★ Manage priorities to complete assignments within designated timeframes
★ Confer with clients, subject matter and industry experts. Participate in group meetings to determine content to be developed for publication
★ Review published materials to recommend revisions in scope and format
★ Timely response to client and potential client inquiries within expected timeframes

## QUALIFICATIONS:
★ Comprehension of the purpose of policy and ability to evaluate applicable material for content development for various law enforcement agencies
★ Strong knowledge of English composition and grammar standards
★ Experience in comprehending, developing and effectively presenting information and ideas with remote teams and contributing ideas within a collaborative environment
★ Ability to research case law, policies and procedures and other publications to identify and understand the implication of new information for both current and future policy and other related content
★ Strong computer skills including proficiency in using Microsoft Office and the ability to learn other software systems

## EDUCATION AND EXPERIENCE:
★ Minimum ten years of experience in the public safety sector with at least two years supervisory experience involving the administration and management of a comprehensive public safety related program, or similar legal experience
★ Active participation in the development, review and application of policies and procedures and the application of law to public safety activities is essential
★ Bachelor's degree or commensurate relevant experience
★ Virtual position- must have dedicated home office space with reliable high speed wi-fi connectivity

**COMPENSATION AND BENEFITS:** Lexipol offers a fun work environment, competitive salary and annual bonus, comprehensive benefits including 401(k) with Company match.
### For consideration, please email your resume, cover letter with salary expectations to contentdevelopmentcareers@lexipol.com

### Subject Line: Law Enforcement Content Development
Lexipol is an Equal Opportunity Employer.  Visit us at www.lexipol.com  No third parties.