

The City of Whitewright, Texas is accepting applications for a full-time Police Chief. Applicants must be highly motivated, committed to public service, and professionalism. The Chief of Police is a salaried position after completing a 90 day probationary period. Basic requirements for a police officer, the essential requirements for the Chief of Police position, as well as the list of working knowledge and skills are listed below.

As a Police Officer, you will be crucial in ensuring public safety, enforcing laws, and maintaining order within the community. Responsibilities include, but are not limited to, conducting routine patrols to monitor and deter criminal activity. Respond to emergency calls and incidents promptly. Enforce federal, state, and local laws and ordinances. Also, conducting investigations, making arrests, and issuing citations. Gather and preserve evidence for criminal cases. Build positive relationships with community members to foster trust and collaboration. Attend community events, assist with traffic management during special events, and address public concerns. Monitor and control traffic flow, enforce traffic laws, direct traffic, and respond to accidents. Respond to emergencies, including natural disasters, accidents, and civil disturbances. Provide assistance to other emergency services as needed. Maintain detailed and accurate records of incidents, investigations, and interactions. Prepare reports for court appearances and testify as required. Participate in ongoing training to stay updated on laws, law enforcement techniques, and departmental procedures. Pursue opportunities for professional development and perform other duties as assigned.

**Basic Requirements:**

- Must be a U.S. Citizen.
- Education: High School Diploma or a High School Equivalency Certificate.
- Applicants must possess a valid Texas driver's license, able to operate a motor vehicle, and have a safe driving record.
- Strong written and verbal communication skills to communicate with personnel and public.
- Demonstrate commitment to integrity, ethical behavior and make sound judgements.
- Possess a firm reassuring manner, be capable of quick thinking, able to make sound judgment calls under pressure, and effectively resolve conflicts.
- Be physically free from any defect that may adversely affect the performance or duty as a police officer including but not limited to carrying, lifting, seeing, driving, walking, running, and arresting violator.
- Must be flexible and able to work inside and outside, and rotating shifts including weekends, nights, and holidays. Regular and timely attendance is required.
- Operate a variety of office equipment including but not limited to personal computers, telephone, calculator, and two-way radio system. Able to access, input, and retrieve information from computer systems.
- Successfully complete a drug screening, oral interview board, a comprehensive background investigation including credit check, and personal references.
- If applicable, an honorable discharge from the United States Armed Forces is required.
- Must hold a certification from TCOLE (Texas Commission on Law Enforcement). For a complete list of the state's licensing requirements, please visit TCOLE at [www.tcole.texas.gov](http://www.tcole.texas.gov).
- Never been on court-ordered community supervision or probation for any criminal offense above the grade of Class B misdemeanor or a Class B misdemeanor within the last ten years from the date of the court order. Has never been convicted or placed on community supervision in any court of an offense involving family violence as defined under Chapter 71, Texas Family Code.

**Essential Requirements of the Police Chief:**

- Ability to plan, direct and establish guidelines for patrol, traffic, crime prevention, tactical operations, criminal enforcement, narcotics, investigations, and support functions such as records and property/evidence storage, training, data processing system operation, budgeting, planning, research and personnel-related tasks.
- Ability to formulate policies and regulations to assure adequacy and legality of public safety/police practices while maintaining high standards of employee conduct.
- Ability to provide leadership and opportunities for development of police officers by delegating responsibility and authority for oversight of assigned segments and encouraging cooperative efforts with other City departments, other criminal justice agencies and community groups.
- Ability to exercise final authority over submission of budgeted funds requests and ensures expenditures of budgeted funds and forfeited equipment and funds are made in compliance with established procedures and in keeping with department mission.
- Ability to select, monitor and evaluate the performance of direct subordinates.
- Maintains the integrity, professionalism, values, and goals of the Department by assuring that all rules and regulations are followed, and that accountability and public trust are preserved.

### **Working Knowledge and Skills:**

- Public administration, management, purchasing procedures and principles of law enforcement.
- Penal Code, Code of Criminal Procedures, other related laws and the criminal justice system.
- Police investigation techniques and procedures and forensic science.
- Civil rights, legal issues in law enforcement, personnel actions, Public Information Act.
- Understanding and applying local, state and federal criminal and juvenile law/statutes.
- Ability to maintain good communication with personnel and citizens.
- Organizing data, analyze statistical information, and compose and deliver oral presentations.
- Prepare and manage budget. Determine appropriate expenditures for budgeted funds to meet objectives and goals.
- Plan, organize, direct and monitor subordinates in Police operations and maintain discipline and morale.
- Set clear performance standards, determine training needs of subordinate employees, and implement training activities to meet these needs.
- Fleet Management.
- Assists and coordinates with other emergency services personnel, outside organizations and businesses, along with Federal, state and local law enforcement organizations.
- Develop and apply criteria to evaluate alternative proposals, recommendations, and plans.
- Analyze and evaluate major programs, policies, procedures, services and facilities in order to develop recommendations for improvements.
- Formulate program objectives and identifying appropriate activities to meet these objectives.
- Formulate department objectives and identifying appropriate activities to meet these objectives.
- Communicate with other city employees and the public by oral and written means.
- Other qualities the candidate must possess are good interview and interrogation skills, research skills, communication skills, reading/writing skills, data entry skills, investigative skills, and a sense of working independently and at times in a teamwork environment.

### **Benefits:**

- Competitive Salary based on experience, starting at \$60,000 annually.
- Health Insurance including Vision and Dental
- TMRS Retirement Plan 2:1 @ 7%
- Paid Time Off
- Ongoing Training and Professional Development Opportunities
- Beard and tattoo friendly

It is the policy of the City of Whitewright to provide equal employment opportunity (EEO) to all persons regardless of age, color, national origin, citizenship status, physical or mental impairment, race, religion, creed, gender, sex, sexual orientation, or any other characteristic protected by federal, state, or local law.

This position will remain open until filled. Application and Personal History Statement packets may be obtained on the TCOLE website and submitted to Whitewright City Hall located at 206 W. Grand, Whitewright, TX 75491 or mailed to: PO Box 966, Whitewright, Texas 75491. All applications must be hand delivered during business hours or mailed, we do not accept applications via email or messenger.