

Centerville ISD

Job Vacancy

An Equal Opportunity Employer

Position: Chief of Police

Reports to: District Superintendent

Job Description: Direct and manage district police department. Coordinate daily operations of the department to provide safe environment for students and staff. Maintain and enforce municipal, county, and state ordinances and laws as well as policies, directives, and standards of the district.

Job Qualifications:

Education/Certification:

- Texas Peace Officer License issued by Texas Commission on Law Enforcement Officer. (TCOLE)
- Successful completion of training required by TEC 96.641 and TOC 1701.2633
- SBLE Training or willing to obtain
- Clear and valid Texas driver's license

Special Knowledge/Skills:

- Ability to manage personnel
- Knowledge of overall operations of a police department
- Knowledge of criminal investigations, police report writing, and criminal law
- Training and ability to subdue offenders, including the use of firearms and handcuffs
- Strong communication, public relations, organizational, and interpersonal skills

Duties and

Responsibilities:

Law Enforcement:

1. Ensure enforcement of all laws including municipal ordinances, county ordinances, and state laws within board policy and jurisdiction of the district.
2. Oversee investigation of criminal activities that occur within jurisdiction of district or support other agencies conducting investigation.

Department Management:

3. Direct the daily operations of the district police department to ensure effective law enforcement and coordinate activities with other department directors and campus principals.
4. Participate on committees and task forces as a district representative
5. Serve as district liaison to local law enforcement agencies and juvenile authorities.

Safety:

6. Develop procedures for safe handling and use of firearms.

Administration:

7. Develop training options and improvement plans.
8. Recommend policies to improve the department.
9. Ensure that department operations are cost-effective.
10. Compile, maintain, and file all physical and computerized reports, records and other documents required.

Supervisory Responsibilities:

- Supervise and evaluate performance of CISD Guardians.

Mental Demands, Physical Demands, Environmental Factors, and Working Conditions:

- Maintain emotional control under stress.
- Strenuous walking, standing, and climbing; ability to operate a motor vehicle; specific hearing and visual requirements; ability to control sudden violent or extreme physical acts of others and exhibit rapid mental and muscular coordination simultaneously.
- May be subject to adverse and hazardous working conditions, including violent and armed confrontations.
- Flexible hours with extracurricular duties
- Be willing to relocate to the Centerville area

Required Experience: 4 years law enforcement experience in supervisory or command capacity preferred

Application Process: All applicants wishing to be considered for the position should submit only the following documents in person or electronically:

- Letter of interest
- Resume
- Copy of all required certification
- Three References (with cell phone numbers and email addresses)

Please send all the required documents to, including preferred phone contact, in person or by email to:

Dottie Sullivan, Interim Superintendent
Centerville ISD, 813 S Commerce, Centerville, Texas 75833
dsullivan@centerville.k12.tx.us