



# Assistant Chief of University Police

University of Texas Medical Branch • Galveston, Texas

The University of Texas Medical Branch at Galveston (UTMB Health) is seeking an experienced leader for **Assistant Vice President and Assistant Chief of Police**. The person in this role will serve as an executive level officer and assist the Chief of Police in the leadership, management, and operations of the police department. He/she will assist in the development, administration, coordination, and implementation of departmental procedures and activities as well as serve as a Campus Security Authority as defined by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act).

## Key duties of the position include:

- Maintains a positive, service-oriented, working relationship with all segments of the campus community. Works closely with institutional leadership, including AVPs, VPs, physicians, deans, and others relating to campus safety and security initiatives.
- Identifies and resolves challenging public safety and university community concerns.
- Directs, develops, and implements departmental goals, objectives, policies, and procedures.
- Evaluates and modifies as required, programs, activities, policies, procedures, rules, orders, and regulations to ensure compliance with the university's and department's mission, goals, objectives, core values, Board of Regent's Rules, U.T. System Police policies, university operating procedures, department policies, and general law.
- Directs the preparation of a variety of records and reports relating to departmental activities; prepares reviews and presents reports and other necessary correspondence; reviews and evaluates reports and other documents submitted by subordinate personnel.

The Assistant Chief of Police will demonstrate excellence in verbal and written communications, problem-solving skills, and demonstrated leadership skills. Must have a reputation for honesty, integrity and ethical conduct, and the inter-personal skills necessary to work successfully with students, faculty, staff, visitors and the general public.

## Requirements of the position include:

A bachelor's degree in Criminal Justice or a related field; ten years of increasingly responsible broad-based experience as a commissioned police officer with a recognized law enforcement agency with four years of management and command-level responsibility; a Texas Peace Officer License; Master Peace Officer Certification from the Texas Commission on Law Enforcement Officer Standards and Education (TCOLE) and a class "C" Texas driver's license or eligible for same. The ideal candidate will have a master's degree in a related field; five years of command level experience as a Police Lieutenant or higher; advanced training through the FBI National Academy or an equivalent venue; certification as a Certified Protection Professional (CPP) and experience with law enforcement accreditation.

Questions may be directed to Audrey at [adtravis@utmb.edu](mailto:adtravis@utmb.edu). Review the full job description and requirements and/or submit an application for consideration at UTMB's online career site: <http://o.rfer.us/AA083tHU138>

**Starting base salary ranging from \$115,000 to \$126,000, depending on qualifications.**

UTMB Health strives to provide equal opportunity employment without regard to race, color, national origin, sex, age, religion, disability, sexual orientation, gender identity or expression, genetic information or veteran status. As a VEVRAA Federal Contractor, UTMB Health takes affirmative action to hire and advance women, minorities, protected veterans and individuals with disabilities.