

City of Mexia

Chief of Police

The City of Mexia is actively seeking a qualified, progressive leader to become the Chief of Police for the Mexia Police Department. Minimum requirements include: 10 years of law enforcement experience with five years in a senior or command staff role. Previous experience as a police chief is preferred. Any combination of equivalent education, training, and experience that provides the required knowledge and skills will be considered.

General Description:

The City of Mexia is the largest populated city in Limestone County, Texas, with a diverse population. Although the position can be demanding in this robust community, the opportunity to foster and develop local relationships with the citizens is limitless. The Department has designated strength of 19 sworn positions, one administrative position, and animal control responsibilities.

The Police Chief reports to the City Manager for the proper operation of the Police Department. Performs administrative, managerial, and technical functions associated with overseeing the activities of the Police Department, enforcing and supervising the enforcement of all city statutes/ordinances and state laws/regulations for which the Police Department is accountable. Duties and responsibilities include planning, coordinating, and directing all aspects of department operations; responding to and directing major calls/occurrences; formulating orders/regulations; assisting City Manager in developing departmental budget and controlling expenditures; managing subordinate staff; and providing information and assistance to the general public.

Job Performance:

- Assume management responsibility for all Police Department services and activities, including enforcement of laws, statutes and ordinances, crime prevention, criminal investigation, emergency communications, and other related law enforcement activities.
- Establish rules and procedures to be followed by the Police Department as may be necessary for proper law enforcement and criminal apprehension.
- Recommend the appointment and removal of officers and reserve officers within the Police Department within such limits and bounds as prescribed by statutes and City Personnel Rules and Regulations. Final approval must be gained from City Manager.
- Respond to emergency situations, direct the department's Emergency Management functions in coordination with the Emergency Management Coordinator.
- Plan and implement Police Department goals and objectives and develop and administer programs, policies and procedures, including positive community relationships.
- Oversee establishment, planning, and supervision of the police training to include all necessary training to keep the department in compliance with TCOLE requirements.

- Monitor compliance with state requirements, including advising on police personnel matters within its jurisdiction and conferring with departmental staff and employees on personnel related issues.
- Initiate internal investigations when appropriate and directs corrective action as needed.
- Work with outside agencies and other departments to explain and justify Police Department programs, policies, and activities and to negotiate and resolve sensitive issues.
- Attend civic, professional, service, and community group meetings at schools, churches, and other places of public gathering to explain the activities and functions of the Police Department and promote positive public relations.
- Work with a variety of boards and commissions, including attending and participating in professional groups and committees and staying abreast of new trends and innovations in the field of law enforcement.

Benefits: The City of Mexia offers Health, Vision, and Dental benefits and participates in the Texas Municipal Retirement System.

Minimum Requirements

Education and Licensing:

- Possess TCOLE Advanced Certificate or equivalent. Out of state candidates must be able to obtain TCOLE certification within a period determined by TCOLE and agreed to by the City of Mexia.
- Broad background of specialty skill training and certifications.
- Graduation from the Law Enforcement Management Institute of Texas Leadership Command College, FBI National Academy or equivalent is preferred.
- Must have served as a commissioned law enforcement officer for at least ten consecutive years (or combination of certifications, schooling, and work experience).
- Must complete required police chief training courses within first 12 months of employment in this position, if necessary.
- Prefer bachelor's degree in criminal justice, Public Administration, or related field, Master's Degree is favorable.

Management Experience:

- Minimum of five (5) years supervisory/command level experience.
- Experience with media relations.
- Experience with policy development and enforcement is highly desirable.

Professional Experience and Characteristics:

- Innovative, motivational leadership skills, demonstrated by significant interaction with employees/staff on a regular basis.
- Flexible management style, responsive to emerging circumstances.
- Ability to articulate thought through written and verbal communication.

Interested candidates shall submit a detailed resume and cover letter expressing their interest to the City of Mexia, Attention City Manager Jeff Arnswald, by close of business on September 8, 2023 (5 PM CST). The mailing address is PO Box 207, Mexia, TX 76667. The physical address is 101 N. McKinney, Mexia, TX 76667. City Manager Jeff Arnswald can be contacted at (254) 562-4110 for further information.