



## JOB DESCRIPTION

**Salary: \$115,000 - 145,000/Year depending on qualifications Position**

**is a Regular Full-Time position eligible for all City Benefits**

**Chief of Police:** The City of Lago Vista is seeking an experienced, community-focused Chief of Police to lead the Lago Vista Police Department under the direction of the City Manager. The Chief plans, organizes, and directs the City's law enforcement programs including patrol, traffic enforcement, criminal investigations, animal control, dispatch, and administrative support while upholding the highest standards of professionalism and public trust.

**DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS:** (Individual duties, assignments and responsibilities required of the position)

- Lead and manage department operations; develop, implement, and review policies and procedures.
- Develop strategic plans; assess staffing, training, and equipment needs; set performance expectations.
- Oversee budgeting and fiscal administration; prepare and manage the department budget.
- Coordinate with City departments and external partners; participate in planning meetings and mutual aid efforts.
- Develop and mentor command staff; delegate authority appropriately and build leadership capacity.
- Provide operational support as needed, including occasional patrol response; serve on-call after hours with a response expectation of ≤ 30 minutes.

**EDUCATION AND EXPERIENCE:** (special training, certifications, college degree, etc.)

- High school diploma (college degree preferred; advanced work in police/public administration preferred).
- Five (5)+ years as a Police Chief/Assistant Chief/Captain/Lieutenant (or combination); comparable county/state/federal experience considered.
- Preferred: 10+ years total law enforcement experience; 5+ years Lt/Captain or higher in similar-sized/larger agency.
- Valid Texas Class C Driver's License.
- Valid Law Enforcement Officer Certification from Texas Commission on Law Enforcement (TCOLE) (or equivalent with TCOLE obtained within 12 months).
- Must have completed ICS 100, ICS 200, ICS 700, and ICS 800. Must complete ICS 300 and ICS 400 within twelve months of appointment.
- Preferred leadership programs: FBI National Academy, LEMIT, Southern Police Institute, PERF SMIP, or similar.

**KNOWLEDGE, SKILLS, AND ABILITIES:** (technical, communication, interpersonal, etc.)

- Must have an extensive working knowledge of the principles, theories, and practices of law enforcement, crime prevention, investigation, and other policing operations.
- Must have excellent managerial, leadership, organizational, customer and public relations, personnel management, and budgetary skills.
- Must be able to maintain a professional and pleasant demeanor at all times.
- Must be able to manage multiple projects, meet deadlines, prioritize, and organize work assignments, work well under pressure and stress, and make competent decisions.
- May work extensive hours, as needed, to attend board, council, and other related meetings
- Must be able to maintain confidentiality with criminal and investigative information.
- Ability to perform a variety of physical skills including, but not limited to carrying, seeing, driving, and walking.
- Be able to lift or exert forces equivalent to lifting up to 200 pounds on an infrequent basis.
- Also work occasionally in an outdoor environment.

**WORK ENVIRONMENT:** (overtime, travel, physical demands)

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Standard Office setting and emergency pace control environment; travel from site to site; exposure to potentially hostile environments.
- Sufficient physical ability to perform heavy or moderate lifting; walking, sitting, or standing for prolonged periods of time; discharge firearms; reacting quickly to emergency situations; operating motorized vehicles.
- See in normal visual range with or without correction; vision sufficient to read computer screens and printed documents.
- Hear in the normal audio range with or without correction.

To apply for this position, please contact: [HR@lagovistatexas.gov](mailto:HR@lagovistatexas.gov)