



City of Jersey Village, Texas

Police Chief



Mission Statement

Jersey Village is committed to work with the citizens to preserve a sense of community and enhance the quality of life by providing friendly, personalized services for the safety and well-being of our city, its natural resources and environment in a fiscally responsible manner.

About Jersey Village

Jersey Village, a Texas Star Community, offers a small town lifestyle and quality of life adjacent to the Houston Metropolitan Area, the fourth largest in the United States. Located on Highway 290, a multiple lane freeway with frontage roads, Jersey Village is only 21 miles northwest of Houston's Central Business District.

Although it abuts the City of Houston on its eastern boundary, Jersey Village is the lone incorporated city in the Cypress Fairbanks region, mostly comprised of unincorporated Harris County and served by the Cypress Fairbanks Independent School District.

Jersey Village is situated on land that formerly comprised the 1,236 acre F&M Dairy. The dairy was stocked with Jersey dairy cattle and at one time had one of the largest and best herds of Jersey cattle in the world. Because of declining health, the owner ceased dairy operations and formed a business partnership in 1954 and laid the groundwork for what evolved into the City of Jersey Village. The first family moved into the community in 1954, and an election to incorporate Jersey Village passed unanimously with 58 votes in April 1956. In August 1986, voters adopted the Home Rule Charter for the City. In 2000, the City purchased a private golf course within its corporate limits and now operates it as the Jersey Meadow Golf Club. A new club house is currently under construction and will be open by summer 2024.

Jersey Village's 7,731 (est.) residents enjoy an exceptional lifestyle and sense of community with ready access to Houston and all its metropolitan amenities. Highway 290, the principal arterial through the community, is a heavily traveled route between Houston and Austin. FM 529 serves as the southern boundary of Jersey Village and the Sam Houston Tollway (Beltway 8) forms the eastern boundary, enabling motorists to reach almost any part of the Houston area quickly. Steady commercial development is occurring along Jones Road. Only 20 minutes away is the George Bush Intercontinental Airport, providing ready air service to national and international destinations.



Jersey Village (Continued)

Although its approximately four square miles are primarily single family residential in nature, Jersey Village also hosts a significant commercial presence along Highway 290, Jones Road and FM 529, including several automobile dealers, motels, restaurants and other retail.

The City is actively working on a 43-acre mixed use development will be a game changer for the City. A proposed multi-use entertainment district, the development will be a new economic center welcoming a wide variety of residents, workers and visitors of all ages and diverse cultures. The development will create a live, learn, work and play mix-use that will include improvements to streets, pedestrian sidewalks, lighting, water features, pedestrian access, green spaces, parks and trails.

Jersey Village offers a small town lifestyle and values coupled with ready access to the urban and non-urban attractions of the Houston and Cy-Fair area. Jersey Village's friendly neighborhoods, churches and community organizations provide a family-oriented environment. Within a short drive, Jersey Village residents can find outlets for almost any shopping, recreational, cultural or athletic taste. The Houston Metropolitan Area also offers one of the most dynamic medical and educational communities in the world.

In summary, Jersey Village offers a great environment to live, work and raise a family.

Our Organization

The City is governed by an elected Council consisting of a Mayor and five members, all elected at-large for two year terms. The Jersey Village City Charter provides for a Council-Manager form of government. The City Manager reports to the City Council and is responsible for execution of policies and goals established by the Council and the day-to-day administration of the municipal organization, which includes all City staff.

Jersey Village is a full service city. Services include Fire, Emergency Medical Services, Police, Parks and Recreation, Water and Wastewater utilities. The City's FY24 general fund budget is \$29.6 million, and total all funds expenditures is approximately of \$67 million. The City also has a Crime Control and Prevention District that is projected to have total FY24 revenue of just over \$3,000,000. The City Council is dedicated to sound fiscal management and a solid financial footing.

Police Chief

With the upcoming retirement of our current Police Chief, we have embarked on a nationwide search to find an exceptionally qualified individual to be the next Chief of Police for the City of Jersey Village. Our next Chief will uphold the robust bond between law enforcement and the community, further our dedication to public safety, champion community policing, and enhance the overall quality of life for both residents and visitors.

The Police Chief oversees a department of 30 sworn officers and two professional staff. The Police Department Budget for FY2024, which started on October 1, is just under \$5,000,000. The department has a great equipment replacement schedule ensuring police vehicles and equipment are always replaced frequently.

The ideal candidate will have impeccable integrity and be an effective communicator who is genuine, personable, welcoming, and humble in all facets of their interactions with department members, city staff, and the community. The next chief will recognize the complexities of policing a small community surrounded by a large metropolitan area, including the necessity of strong partnerships with allied agencies, the community and other stakeholders. The next police chief will embrace technology advancements, as well as continuing to build on the communication, integrity, and transparency of the department, while ensuring the department operates at the highest possible standards of efficiency and effectiveness.

This position reports directly to the City Manager and is a vital part of the Executive Team.

Candidate Profile

This position provides a rewarding and exceptional professional opportunity. Jersey Village is seeking a Chief that is an inspirational, proactive, forward thinking, service-minded individual with excellent communication and interpersonal skills and the ability to listen.

Essential Job Functions Include:

- Plan, assign and direct all activities of the department.
- Develop goals and objectives for the department.
- Make managerial and technical recommendations to the City Manager.
- Plan and direct a training program for the department.
- Prepare and enforce rules and regulations.
- Prepare administrative, technical, and financial reports pertaining to the activities of the department.
- Responsible for the maintenance of facilities and equipment.
- Strong budgeting skills to prepare, review, analyze, and administer both annual operating and capital improvement budgets the department.
- Respond to citizens and/or media on complaints and related issues.

- Superior skills in preparation and presentation of reports and recommendations to City Council and other public and private bodies.
- Stay abreast of new trends and innovations in law enforcement field.
- Function during a declared emergency utilizing the Incident Command System (ICS)

Required knowledge, skills, and abilities include:

- Must have thorough knowledge of modern police administration, criminal investigation and crime prevention; thorough knowledge of modern management practices.
- analytical and teaching ability.
- thorough knowledge of local, state and federal statutes.
- exceptional ability to communicate effectively orally and in writing.
- well developed supervisory and management skills.
- ability to perform duties exercising sound judgment.



Candidate Profile (Continued)

In addition to the essential job functions the successful candidate must possess the following personal characteristics:

- Outstanding and visionary leadership to the department and City's future, demonstrating a high level of initiative, resourcefulness, creativity, problem solving skills, and impartiality.
- Exceptional ability to deal effectively and courteously with people.
- Demonstrated record of leadership and administrative ability.
- Ability to work effectively as a team leader and a team member.
- Personal and professional integrity of the highest order.

Education And Experience:

The successful candidate will hold a Bachelor's Degree from an accredited college or university police administration, criminal justice or related field. A Master's Degree and Command College or FBI Academy graduate is desirable. Ten years of law enforcement experience, including at least six years in leadership roles. Ability to become a certified peace officer in the State of Texas within one year. A valid Texas driver's license or ability to obtain one is also required. Any combination of experience that would likely provide the required knowledge is qualifying.

COMPENSATION AND BENEFITS

We understand the importance of attracting top talent, and we are committed to offering a highly competitive compensation and benefits package. Your financial and personal well-being matter to us, and we're here to support you on your journey.

Your initial compensation will be determined based on your qualifications and experience, offering a competitive starting range of \$149,306 to \$171,702. As you grow with us, the full salary range extends up to \$197,457, ensuring your efforts are recognized and rewarded.

We care about your long-term financial security and peace of mind. Our comprehensive benefits package includes:

Retirement Planning: We offer participation in the Texas Municipal Retirement System (TMRS) with a generous 2:1 match, so you can build a solid foundation for your future. The employee is required to contribute 7% and the city contributes 14%. The city offers retirement from TMRS after 20 years of service.

Health and Wellness: We provide medical insurance at 95% for an employee and 80% for spouse/family coverage and dental and vision insurance at 100% for employees, ensuring your health and well-being are a top priority.

Protection for You and Your Family: Enjoy the security of life and disability insurance, knowing your loved ones are safeguarded.

Work-Life Balance: We understand the importance of work-life balance, offering flexible work schedules to accommodate your needs.

Additional Perks: You'll have access to a range of highly competitive benefits, including access to the coveted Jersey Meadow Golf Club, a fitness area, and other benefits designed to enhance your overall experience as part of our team. Join us, and we'll invest in your future, health, and well-being, making sure you're supported every step of the way. Your success is our success, and together, we'll achieve greatness!



Application and Selection Process

Qualified candidates must submit their cover letter, resume, and application online using the Jersey Village Application Portal located at <https://www.governmentjobs.com/careers/jersey-village>

Applications are due on November 8, 2023. Written questionnaires will be sent to selected candidates the week of November 12. In person interviews for finalists will be conducted the week of December 4, with a decision made as soon as practical afterwards. The anticipated start date for the new Chief is February 1, 2024.

Applicants for this position selected as finalists will be subject to a criminal history/credit/driver's license check.

Pre-employment process following conditional job offer may include, but is not limited, to a comprehensive background investigation, polygraph examination, psychological evaluation, fit-for-duty physical, ergonomic physical, and drug screen.

The City is an equal opportunity employer and values diversity at all levels of its workforce.

Resources

City of Jersey Village
www.jerseyvillagetx.com



Jersey Village
Police Department
www.jerseyvillagepd.org

