

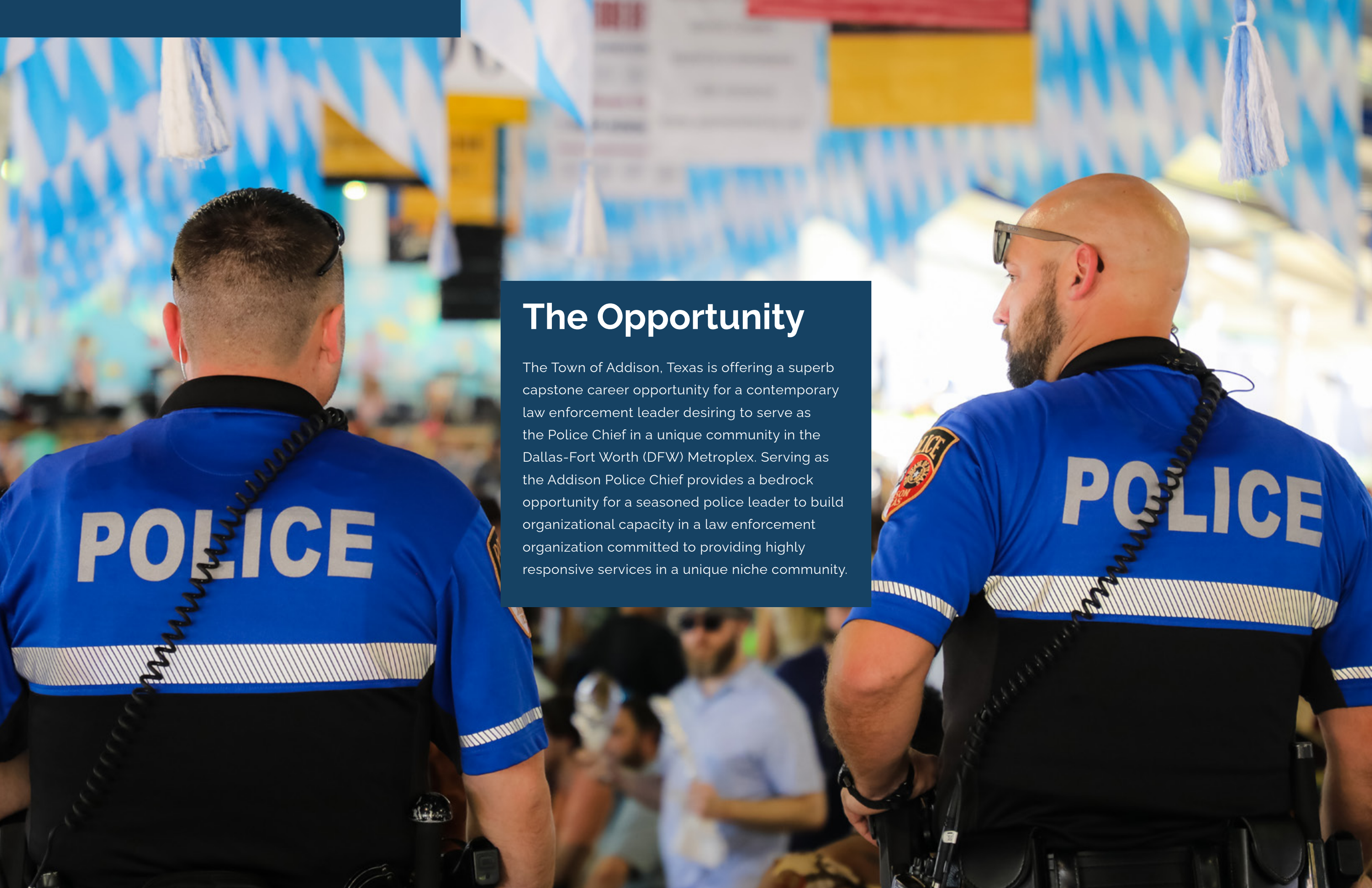


POLICE CHIEF

Town of **Addison, Texas**

Recruitment Services Provided By





The Opportunity

The Town of Addison, Texas is offering a superb capstone career opportunity for a contemporary law enforcement leader desiring to serve as the Police Chief in a unique community in the Dallas-Fort Worth (DFW) Metroplex. Serving as the Addison Police Chief provides a bedrock opportunity for a seasoned police leader to build organizational capacity in a law enforcement organization committed to providing highly responsive services in a unique niche community.

About Addison

Located immediately north of the City of Dallas with the communities of Farmers Branch and Carrollton as neighbors, the Town of Addison was settled as early as 1846 when Preston Witt, one of the first recorded settlers, built a house on White Rock Creek. The area was not known as Addison until 1902 when it was named after Addison Robertson, the community's second postmaster who served from 1908-1916.

In 1975, a town election allowing liquor to be served by the drink proved to be a major contributor to the expansion of both businesses and restaurants giving rise to the community's shift away from being a rural farming community to what is now a modern-day commercial oasis that is close to everything the DFW area has to offer. Although incorporated in June 1953, Addison officially changed its name to the Town of Addison in 1982. Recently celebrating its 70th Anniversary, the Town of Addison consistently enjoys a compelling reputation for being an entertainment mecca well-known for dining, special events, and theater.

Addison, which has developed rapidly over the past five decades, is home to affluent neighborhoods, hundreds of million-dollar companies, more than 2,000 businesses, and scores of quality hotels and restaurants. With a strong pro-business environment, Addison's business-to-resident ratio is unusually high at 80:20. Because of Addison's overwhelming commercial atmosphere, its residents enjoy

a unique lifestyle not common in other suburban communities. Though Addison has only 16,661 residents in its 4.4 square miles of land space, this urban enclave, which includes 17 public parks spanning 96 acres, has developed into a cosmopolitan center serving a daily population of well over 125,000 businesspersons and visitors.

With its central location in the north DFW area and having significant transportation assets – including Addison Airport, the Dallas North Tollway, the DART bus terminal, and (coming soon) a light rail station – Addison is an attractive business center. Addison Airport, a key asset that helps drive economic growth in the community and the wider region, does not just serve Addison; it is a regional transportation hub serving adjacent communities including Carrollton, Farmers Branch, Richardson, Irving, and Dallas.

Addison's reputation for maintaining a high quality of urban life has attracted considerable development. Addison is home to nearly 12 million square feet of quality office and warehouse space. Addison also boasts 22 hotels with over 3,600 rooms and more than 200 restaurants (an average of 46 restaurants per square mile). Developments such as Addison Circle and Vitruvian Park have not only made Addison a desired place to live but also have made the Town a focal point for some of North Texas' major events such as the nationally recognized Addison Kaboom Town!, Oktoberfest, and Taste Addison.





Town Governance and Structure

As a home-rule community, the Town of Addison is governed by a council-manager form of government. The Town's legislative body consists of the mayor and six councilmembers who, as the policymakers, are elected by and represent the residents' and the community's interests.

Addison's daily operations are handled by a city manager appointed by the City Council. The City Manager functions as the Chief Executive Officer and is responsible for implementing Council policy directives and ensuring the effective provision of all municipal services. The City Manager, with the help of two Deputy City Managers, carries out Town business through the department directors and other municipal staff.

Addison provides an array of municipal government services including police, airport, fire, economic development, marketing & communications, parks & recreation, and special events & tourism. Addison's all-funds budget for fiscal year 2023-2024 totals \$161.8 million.

[Addison 2023-2024 adopted budget](#)



The Addison Way

The “Addison Way” is the Town’s service delivery philosophy which serves as the cornerstone for how staff consistently deliver outstanding service to its internal and external stakeholders. This philosophy is known by Addison residents and employees and is the bedrock for Addison’s organizational culture of service. The heart of the “Addison Way” is to:

- Be service-minded and kind;
- Exceed expectations;
- Be solution driven; and
- Value employees as partners.

The members of Addison’s workforce are committed to identifying all available options to exceed expectations during every customer service interaction. This service credo, the hallmark of Addison culture, is recognized throughout the community and is celebrated via employee awards and appreciation programs.

The City Manager is excited to continue moving Addison even further forward in its commitment to service through the articulation of the municipal vision which reminds employees to Be BRAVE through the launch of the following organizational values: AccountaBility, Responsiveness, InnovAtion, SerVice, and IntEgrity. The successful Police Chief candidate will exemplify these values and vision for the department.

The Department

The Police Department is committed to the Town's overarching Addison Way philosophy and its core ethos of service. The Addison Police Department is dedicated to a standard of excellence in promoting and maintaining a safe and peaceful community. The police, through collaborative community partnerships, work to preserve order, protect life and property, enforce laws and ordinances, and safeguard individual liberties. Its members conduct themselves according to the highest ethical standards and treat others with fairness, dignity, and respect. The men and women of the Addison Police Department are committed to managing the organization with professionalism, leadership, and integrity.

The Addison Police Department's annual budget of approximately \$12.4 million supports an authorized staff of 78 Full Time Equivalent (FTE) positions, approximately 50 of whom are police officers. The Department's current command structure consists of the Chief of Police, an Assistant Chief, a Captain, five lieutenants, eight sergeants, and a non-sworn professional staff leadership team consisting of two management assistants and two supervisors.

Since 2006, the Addison Police Department has consistently been one of an increasing number of Texas law enforcement organizations designated as Best Practices Agencies through accreditation by the Texas Police Chiefs Association Foundation (TPCAF). The Addison Police Department complies with 170 policies designed to protect individuals' rights, provide thorough service to the public, ensure proper incident documentation, and use safe training practices.



\$ 12.4M
Operating Budget

78 FTE
Employees



The Position

The Police Chief is responsible for leading and managing the department's personnel in the delivery of public safety services to those who live, work, and visit Addison. This exempt, at-will position is appointed by the City Manager.

As a crucial member of the Town's executive leadership team, the Police Chief is a visible leader within the community and the municipal structure. Some of the Police Chief's essential duties and responsibilities include assuming full management responsibility for all public safety services and activities; managing the development and implementation of public safety goals and objectives, policies, procedures, and priorities for the Police Department; overseeing and participating in the development and administration of the Police Department's budget, including directing the forecasting of funds needed for staffing, equipment, materials, supplies, and capital improvements; controlling expenditures, and implementing adjustments.



Ideal Candidate

The ideal candidate must be a proven leader who will embrace and model the responsibilities and accountability inherent in the role as the chief executive of the Addison Police Department. The competitive candidate will possess excellent interpersonal communication abilities – both orally and in writing – and have solid experience with community engagement, and both staff and organizational development.

The ideal candidate for the position of Police Chief must possess certain traits and experience that will lead to success including:

- A service-based leadership orientation that encompasses the ability to commit to the philosophy of The Addison Way.
- Demonstrated modeling of those leadership behaviors and actions consistent with the Addison Way, its service ethos, and the Police Department's mission to facilitate a healthy and positive organizational internal culture.
- A collaborative mindset reflecting approachability, accessibility, visibility, engagement, team-focus, and proactive problem-solving while working with all stakeholders.

- An open, transparent, inclusive, and engaging communication style that inspires the trust, confidence, and cooperation of others, both internal and external to the Addison Police Department.
- Fluency and proven experience with contemporary policing methods and challenges, including interactions with unhoused populations, and the ongoing evaluation and adoption of modern technologies.
- A proven history of developing and implementing strategic plans and comprehensive programs designed to effectively correct operational deficiencies, enhance community engagement, and address emerging public safety challenges.
- A strong commitment to investing in staff development by way of mentorship, coaching, counselling, and teaching.

Opportunities & Challenges

Although the Town of Addison is well resourced, enjoys a low crime rate, and is viewed as a highly desirable destination entertainment location, it is not without its challenges and opportunities.

- Addison's next Police Chief will need to be a well-rounded, energetic, strong leader, who is both a strategic and creative thinker well positioned to work collaboratively with Addison's community members, municipal leaders, Town staff, and Police Department members on contemporary approaches to maximizing community engagement, promoting community safety, and developing staff.
- The Police Chief will facilitate the identification and implementation of innovative strategies for addressing the department's long-term capital planning needs.
- The successful candidate will have the opportunity to develop and advance creative approaches that increase both organizational and staff capacity in a dynamically evolving environment.
- The successful candidate must be capable of operating with independence and initiative while remaining aligned with the policy direction of the Town Council and City Manager.





Qualifications

Any combination of related education, experience, certifications, and licenses that will result in a candidate successfully performing the essential functions of the job is qualifying. The most attractive candidates will possess the following:

Education:

- Bachelor's (BA/BS) degree in Criminal Justice, Political Science, Public Administration, or related field is required.
- Master's degree is preferred.

Experience:

- Ten (10) years of law enforcement command-level experience OR an equivalent combination of education, training, and experience.

Required Licenses and Certifications:

- Texas candidates must possess a Texas Police Officer License (Texas Commission on Law Enforcement); an Advanced Peace Officer Certificate from TCOLE is preferred.
- Out-of-State candidates must obtain an Advanced Peace Officer Certificate from TCOLE within six months of employment.
- Before appointment, the selected finalist must successfully complete the following: TCOLE certified background investigation; a comprehensive medical examination, including a psychological assessment; a polygraph examination; and a fitness assessment. Information regarding the fitness assessment may be found [here](#) and [here](#).

Salary & Benefits

The annual compensation range for this position is **\$175,000 to \$200,000** with final placement in the range dependent on qualifications and experience. Addison offers an excellent benefits package. Key benefits include:

Retirement: Membership in the Texas Municipal Retirement System (TMRS): 7% employee contribution with an employer matching contribution at 2/1 for the employees' retirement program.

Health and Wellness: The Town of Addison provides a comprehensive benefits package as part of the total compensation package. These benefits support employees and their families through important life events. These benefit offerings include:

- Medical
- Dental
- Vision
- Life Insurance
- Long Term Disability

Paid Time Off: Vacation and Sick Leave

Vehicle: The position includes an assigned vehicle.

Relocation Assistance: Relocation assistance to the selected candidate will be provided in accordance with municipal policy.





Application and Selection Process

To be considered for this position, interested candidates must submit a compelling cover letter and comprehensive résumé no later than **Monday, March 11, 2024**, at:

www.mosaicpublic.com/careers

Due to the public nature of searches in the State of Texas, before submission of materials, confidential inquiries are welcomed to:

Chief Jacqueline Seabrooks (ret.)

jackie@mosaicpublic.com | (916) 550-4100

This recruitment incorporates existing rules and regulations that govern public sector recruitments in the State of Texas. In accordance with public disclosure/open record laws, information submitted for consideration may be made available to the public upon request by interested parties.

The Town of Addison is an Equal Opportunity Employer.

Recruitment Services Provided By



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