

CHIEF OF
POLICE



TOWN OF TAPPAHANNOCK

915 Church Lane
Tappahannock, VA 22560

www.tappahannock-va.gov



(804) 443-3336





THE COMMUNITY



The Town of Tappahannock (est. pop 2,500) is a charming and historic riverfront community in Tidewater Virginia. Located on the Rappahannock River, Tappahannock features an abundance of natural beauty and is the 'seat' of Essex County. Tappahannock is less than an hour's drive to Richmond and Fredericksburg.

Depending on the time of year, the daily traffic count can vary between 20,000 and 30,000 cars traveling to Tappahannock, serving as the region's center for commerce. The community offers various outdoor recreational activities such as fishing, boating, canoeing, kayaking, paddleboarding, and waterfowl hunting. Tappahannock features numerous local restaurants offering cuisines that serve breakfast, Italian, Mexican, fine dining, and a local brewery.

The Council is undertaking an aggressive Capital Improvement Plan, developing two parks downtown. Central Park construction will be complete by June of 2024. Central Park will feature a brand-new playground and splash pad, three pickleball courts and one tennis court, and open green space for events and recreation. This new community amenity will serve as a focal point with an anticipated high level of activity. The second park is a waterfront development project on Hoskins Creek. This park will have 300 feet of concrete floating docks and a fuel station for boaters. Parking will be on site for canoers and kayakers to launch and take-out.



THE ORGANIZATION

The Town of Tappahannock consists of 7 council members, all of which including the mayor are elected at-large. The Town is chartered with a Council-Manager form of government, where the Chief of Police is under the supervision of the Town Manager and is appointed by Council. The Town is operating with a Fiscal Year 2024 General Fund Budget of \$5.5 million and \$2.1 million Water and Sewer combined utility fund. The Chief of Police manages the department's \$1.1 million annual budget and is responsible for the department's Capital Improvement Plan recommendations to the Town Manager. The Town employs almost 40 people, 12 of which serve in the Police Department including the Chief. The Tappahannock Police Department became fully accredited in February 2016 through Virginia Law Enforcement Accreditation Coalition with 191 Standards. The next reassessment is scheduled for February 2024. Maintaining accreditation is very important for the next Chief.



The Tappahannock Police Department Mission Statement

The Tappahannock Police Department provides law enforcement services to a diverse community within the Town of Tappahannock. The mission of the Police Department is to enhance the quality of life in our community by working cooperatively with the public to enforce laws, prevent criminal activity, and preserve the peace. This is to be accomplished through the cooperation and respect of our citizens by the police department's rigorous obedience to the Constitution of the United States and protecting the rights of all.

2023 Total Calls for service and Enforcement statistics:

- Calls for service – (15788)
- Criminal Investigations – (298)
- Criminal arrests by Department – (168)
- Criminal arrests by warrant – (380)
- Total accidents investigated – (58)
- Drug arrests by Department – (51)
- Drug arrests by Drug Task Force – (64)
- Traffic summonses issued – (1195)
- DUI arrests – (24)
- DIP arrests – (18)

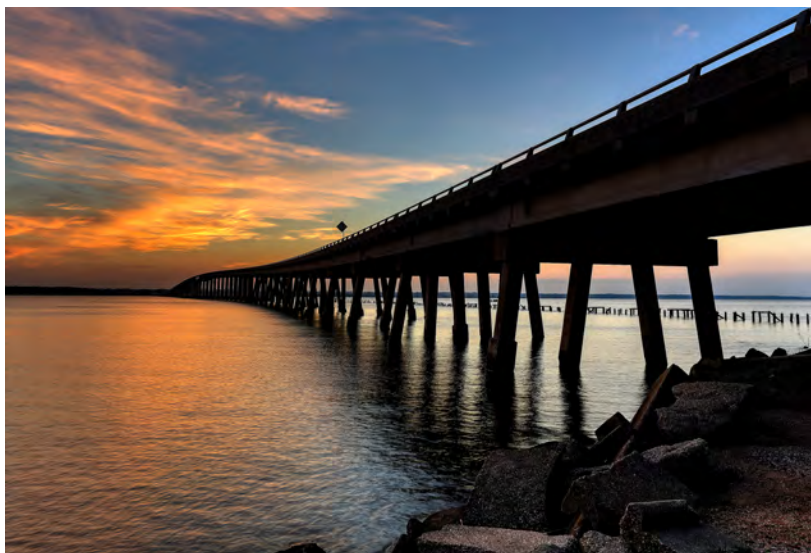


DESIRED CAPABILITIES

The ideal candidate will have a minimum of a Bachelor's degree in Criminology, Criminal Justice, Public Administration or related field and advance courses in managerial and leadership training such as FBI National Academy, Northwestern Command Course, Southern Police Institute Command Course, leadership and administration, plus five years of experience in law enforcement management. The successful candidate will be a team builder who can establish strong relationships through trust and demonstrate active engagement with the community. Desire for continued professional development is strongly preferred. The applicant shall meet all minimum standards and requirements for the position of Chief of Police as set forth in the 1950 Code of Virginia, as amended.



LEADERSHIP OPPORTUNITIES



- Develop a plan for traffic calming measures in Tappahannock's main travel corridor Church Lane and Tappahannock Boulevard (17/360).
- Create a plan to ensure newly developed public spaces are kept safe at the Town's Central Park and Hoskins Creek Park.
- Lead efforts to increase visibility and engagement among the business community.
- Create outreach programs for youth and parents, enhancing public perception of public safety.
- Continue to strengthen the department with training programs.
- Enhance the Town's inoperative vehicle enforcement program, contributing to the community's beautification efforts.



COMPENSATION

Salary - Starting salary is between \$82,762 – \$95,830 annually. This is an FLSA Exempt position. Starting salary depends on the years of experience and qualifications of the selected candidate.

Compensation Package - Tappahannock offers a competitive benefits package with a zero-cost health and dental plan option for the selected candidate, paid holidays/vacation/sick leave, and participation in the Virginia Retirement System. The selected candidate will receive a Town issued take-home vehicle, laptop, and cell phone. Residency is not required but preferred. Professional development dues, conferences, and training will be fully paid for by the Town as well.



MORE INFO

Open until filled with preference given to applications received by February 16th, 2024 at 2 p.m. Ideally the candidate would start working by no later than early April. Please visit Employment Opportunities (tappahannock-va.gov) for the complete job description. Applications must include a resume, cover letter, and at least 3 professional references. Applications may be emailed to epollitt@tappahannock-va.gov. The Town of Tappahannock is an equal opportunity employer.