

# **Job Description Chief Of Police January 2025**

The City of Willow Park is seeking a professional, qualified candidate to serve as their Chief of Police. Willow Park is located on Interstate 20 between Fort Worth and Weatherford. Willow Park is a city of approximately 8500 residents and covers 6.30 square miles. Willow Park is a Type A General Law city with a six-member council and an appointed city manger. The police department consists of seventeen full time paid officers, four non-paid officers and one administrative assistant.

## **Position Description**

The police chief administers and directs operations and activities of the Willow Park Police Department; develops and implements departmental plans, policies, and procedures; manages departmental resources through a planned budget; interacts cooperatively with other City departments; represents the City to outside agencies/organizations and to the general public; and supervises assigned police department personnel. This position reports to the city administrator.

## **Qualifications**

Must have a bachelor's degree in criminal justice, police science, public administration, business administration or another related field. Must have a minimum of twenty (20) years of experience in law enforcement, with at least ten (10) years of supervisory experience.

Must have an Masters Peace Officer Certification issued by TCOLE. A bachelors degree in criminal justice or related field is preferred.

## **Salary & Benefits**

The salary range for this position is \$100,000 to 115,000; starting salary will be dependent upon qualifications. The City of Willow Park is part of the Texas Municipal Retirement System. The City matches 7% employee contributions 2 to 1. Employees are vested after five (5) years, and may retire at age 60, if vested, or at any age after 20 years of qualified service. Employer-provided medical, dental insurance and life insurance benefits are part of the City of Willow Park comprehensive benefits package. Additional insurance options are available at the employee's expense. Employees may also choose to enroll their family members in the City's group plan.

## **Application**

Complete an application for employment, which is available by going to [www.willowpark.org](http://www.willowpark.org). Send a completed application and resume to the City of Willow Park, attn: Bryan Grimes, 120 El Chico, Willow Park, Texas 76087. Applications and resumes may also be submitted to [bgrimes@willowpark.org](mailto:bgrimes@willowpark.org). Finalist will be subject to the submission of additional documentation/testing as required by the Texas Commission on Law Enforcement.

Questions about the position or application process should be directed to the human resources director at the email address above or at 817-441-7108.