

# Cypress-Fairbanks Independent School District

## Chief of Police (1717)

### JOB POSTING

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#### Job Details

<i>Title</i>	<b>Chief of Police</b>
<i>Posting ID</i>	<b>1717</b>
<i>Description</i>	<b>QUALIFICATIONS:</b> <ol style="list-style-type: none"><li>1. Bachelor's degree or higher, preferred;</li><li>2. Texas Peace Officer license issued by Texas Commission on Law Enforcement Officers Standards and Education (TCLEOSE);</li><li>3. Master Certificate issued by the Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE);</li><li>4. Valid Texas driver's license;</li><li>5. Minimum of fifteen (15) years law enforcement experience with five (5) years in supervisory or command capacity.</li></ol> High School diploma or certified GED required.  <b>TERMS OF EMPLOYMENT:</b> 250 Days  <b>SALARY/PAYGRADE:</b>  Salary (based on experience) as set by the Board of Trustees for the school year 2016-2017  <b>ESSENTIAL FUNCTIONS:</b> <ol style="list-style-type: none"><li>1. Ability to manage budget and personnel.</li><li>2. Knowledge of overall operations of a police department.</li><li>3. Knowledge of criminal investigations, police report writing, and criminal law.</li><li>4. Training and ability to subdue offenders, including use of firearms and handcuffs.</li><li>5. Bondable as required by Texas Education Code 37.081(h).</li><li>6. Strong communication, public relations, organizational, and interpersonal skills.</li><li>7. Ensure enforcement of all laws including municipal ordinances, county ordinances, and state laws within board policy and jurisdiction of district.</li><li>8. Oversee investigation of criminal activities that occur within jurisdiction of district or support other agencies conducting investigation.</li><li>9. Direct the daily operations of the district police department to ensure effective law enforcement and coordinate activities with other department directors and campus principals.</li><li>10. Work cooperatively with other staff to develop and implement proactive security programs, gang management plans, and other safety programs.</li><li>11. Investigate and make recommendations on all complaints and accusations made against district police officers or staff.</li><li>12. Be aware of recent court rulings pertaining to police activity and ensure compliance of district police officers to minimize liability.</li><li>13. Participate on committees and task forces as a district representative.</li><li>14. Serve as district liaison to local law enforcement agencies and juvenile authorities.</li><li>15. Develop procedures for safe handling and use of firearms.</li><li>16. Supervise and schedule police officers and staff assigned to department.</li><li>17. Prepare, review, and revise police department job descriptions.</li><li>18. Develop training options and improvement plans.</li><li>19. Evaluate job performance of employees to ensure effectiveness.</li><li>20. Make sound recommendations about personnel selection, placement, transfer, retention, and dismissal.</li><li>21. Maintain property room for storage of weapons, contraband, etc., confiscated on district property.</li><li>22. Ensure that department operations are cost-effective and funds are well-managed.</li><li>23. Compile budgets and cost estimates based on documented department needs.</li><li>24. Recommend policies to improve department.</li></ol>

- 25. Compile, maintain, and file all physical and computerized reports, records, and other documents required.
- 26. Supervise and evaluate performance of police officers, security guards, and clerical staff.

**WORKING CONDITIONS:**

**Mental Demands/Physical Demands/Environmental Factors/Equipment Used:**

Maintain emotional control under stress. Frequent District wide travel and occasional statewide travel; occasional prolonged and irregular hours. District vehicle, alarm system, security equipment, personal computer, video systems, and technology.

**INQUIRIES:**

Teresa Hull  
Chief of Staff  
Email: Teresa.Hull@cfisd.net

**DEADLINE TO APPLY:**

March 7, 2017 or until filled

Applications will be reviewed  
Not all applicants will be interviewed

Hiring Managers may choose to email you regarding this application. Please monitor your email regularly for any communication.

*Shift Type*  
*Salary Range*  
*Location*

**Full-Time**  
**Per Year**  
**POLICE DEPARTMENT**

**Applications Accepted**

*Start Date*                **02/21/2017**  
*End Date*                 **03/07/2017**

**Job Contact**

<i>Name</i>	<b>Teresa Hull</b>	<i>Title</i>	<b>Chief of Staff</b>
<i>Email</i>	<b>Teresa.hull@cfisd.net</b>	<i>Phone</i>	