



CITY OF BELLE MEADE

CHIEF OF POLICE POSITION ANNOUNCEMENT AND DESCRIPTION

The City of Belle Meade, a satellite city within Metropolitan Nashville/Davidson County, Tennessee, is seeking qualified applicants for the position of Chief of Police. This residential City of almost 3,000 residents has a land area of 3.1 square miles, almost 40 miles of tree lined streets and over 1,100 single family homes. The per capita income of Belle Meade is one of the highest in the state. In 2018, the City installed a video and LPR camera system at 19 entry/exit points in the City, which has proven to be an essential safety and crime prevention tool.

Candidates for the Chief position shall have strong and proven leadership capabilities as well as excellent written and verbal communication skills, a thorough knowledge of police administration practices and the ability to plan, organize and coordinate the activities of thirteen police officers, a criminal investigator, four full-time and two part-time dispatch communication personnel. Candidates shall be expected to maintain the department's culture of timely responsiveness to all calls from residents and continue to build professional and working relationships with residents. Candidates should continue to support existing liaisons with other local agencies, in particular Metro Nashville.

Computer proficiency with Microsoft Office software is required. Knowledge of budget preparation and management is essential. Currently, the Police Department operates within an annual budget of 1.8 million. Special knowledge of and experience in implementing community relations initiatives is also necessary.

QUALIFICATIONS - (See Job Description for full list of Qualifications)

- High school graduate with appropriate command experience; bachelor's or master's degree in criminal justice or related curriculum preferred.
- Minimum 10 years law enforcement experience, with 3-5 years of command level
- U.S. citizen
- Valid Tennessee driver's license
- Completion of POST approved Police Academy

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PAY SCALE & BENEFITS

Salary will be determined based on qualifications and experience. The City's current range for Chief of Police is Min. - \$69,000; Mid - \$81,650; Max - \$98,000.

The City's Comprehensive Benefits Package Includes:

- Longevity Pay (after 3 years of service)
- Health and Dental Insurance – approx. 30% Employee Contribution (single or family)
- Life and AD&D Insurance Policy Paid by City - \$25,000
- Additional Insurances Available Through Payroll Deduction
- Long-Term Disability Policy Paid by City
- Take-Home Vehicle Within 25 Miles From City Hall
- Clothing and Uniforms Provided
- 1 Sick Day per Month Accumulated Up To 90 Days
- 10 Paid Holidays Per Year
- Vacation: 2 Weeks- 1-5 Years; 3 Weeks- 6-10 years; 4 Weeks-10+ years
- Retirement Plan through State of Tennessee 401K Plan and optional 457b Tax Deferred Annuity
- Educational Assistance Program
- Early Retirement Program (minimum 55 years of age & 10 years of service)

A copy of the job description and all employment application materials are available on the City's website. Send resume with cover letter, Summary of Qualification & Experience, Employment Application & Interview Agreement, Pre-Interview Questionnaire, completed application and (4) professional and (2) personal references to: Beth Reardon, City Manager at address below or e-mail breardon@citybellemeade.org on or before Thursday, January 7, 2021. It is anticipated that a decision for hire will be made in February 2021.

(This information subject to change without notice. The City of Belle Meade is an EEO/ADA/Title VI employer)