



Chief of Police Town of Carlisle, Massachusetts

The Town of Carlisle is seeking a community-oriented, experienced professional to serve as its new Chief of Police.

Carlisle is located in Middlesex County Massachusetts 22 miles northwest of Boston with an approximate population of 5,200. This rural community has approximately 1,775 households, a single elementary school including an integrated pre-school through grade 8, an on-call fire department, and approximately 35% of the town preserved in open space conservation land. The town is administered by an Open Town Meeting, Select Board and Town Administrator form of Government. The Town has adopted a Master Plan that identifies five core community values: Carlisle Character, Fiscal Sustainability, Connectivity & Access, Environmental Stewardship, and Caring Community.

The Police Chief is appointed by the Select Board and works under the policy direction of the Town Administrator and the Select Board. The Police Chief shall have the responsibility for the administration and operation of the Carlisle Police Department. The Chief will plan and direct the internal and external activities of the Police Department in the enforcement of laws, regulations, and Town By-laws. The Chief will also establish realistic strategic planning goals and provide motivational leadership and direction to department staff. The ideal candidate will have a proven record of professionalism, integrity, transparency, cross-cultural competency, and community engagement.

As a Town leader, the Police Chief will embody the core value of community policing. The Chief will engage in public events and outreach initiatives and respond to all inquiries, complaints, and grievances in a timely and professional manner. The Chief will be responsible for establishing and maintaining effective and productive working relationships with appointed and elected Town officials, Department Heads, Federal, State and Local Agencies, Community Stakeholders, Businesses and Carlisle Residents.

The Carlisle Police Department is a full-service agency consisting of 11 Full-Time Officers, 8 Part-Time Officers, 1 Part-Time Administrative Assistant and 5 Public Safety Dispatchers with a proposed FY24 budget of approximately \$2,000,000.

QUALIFICATIONS

- **Education:** Bachelor's Degree in Criminal Justice, Law Enforcement Public Administration or related field. Graduates of major policing executive development programs including FBI National Academy, Police Executive Research Forum Senior Management Institute for Police or Police Executive Leadership Institute are encouraged to apply.
- **Experience:** A minimum of ten (10) years of increasingly responsible command experience.

- Leadership: The ability to: 1. motivate department members to achieve community and department goals; 2. influence, inspire and help Officers become their best selves, building their skills and achieving goals along the way, and 3. to build trust within the Department and Community.
- Candidates must be active in the law enforcement field and hold a minimum rank of Lieutenant to apply. Any equivalent combination of education and experience may also be considered.
- Possession of or ability to obtain a valid Massachusetts driver's license.
- Must have a valid Massachusetts Firearms License or the ability to obtain one upon hire.
- Applicants must be a graduate of the Commonwealth of Massachusetts Municipal Police Training Committee (MPTC) Basic Recruit Officer Academy (or eligible for a Permanent Exemption by the MPTC) and must satisfy all requirements set forth by the Massachusetts Peace Officer Standards and Training Commission for certification as a Police Officer in the Commonwealth of Massachusetts.

SALARY: Salary range \$150,000 - \$175,000 commensurate with qualifications.

Interested applicants should send a cover letter and résumé, as a single PDF file, via email to the Carlisle Assistant Town Administrator/Human Resource Director, Aubrey Thomas at athomas@carlislema.gov. Cover letters and resumes should be received by 4:00 P.M. on Friday, February 3, 2023.

The Town of Carlisle is an equal-opportunity employer, Women and Minority candidates are encouraged to apply.