



Invites Your Interest in the Position of  
**CHIEF OF POLICE**



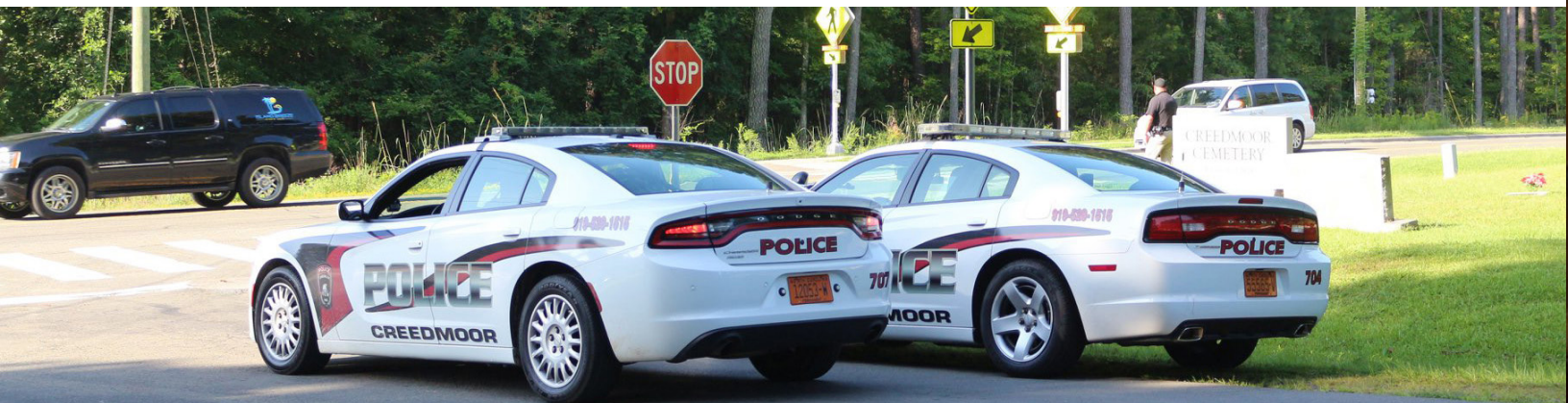


The City of Creedmoor — a cohesive, small community just north of Raleigh-Durham, NC invites you to consider the opportunity to lead its highly respected Police Department as the **Chief of Police (COP)** if you...

- value and appreciate the uniqueness of small-town policing and have experience with a community-oriented policing philosophy;
- recognize that law enforcement agencies and communities are experiencing stressors that require proactive and innovative leadership;
- have excellent interpersonal skills and the demonstrated ability to unite communities around common goals;
- understand that department morale drives recruitment, retention, and excellence in service delivery and actively works to establish and maintain a positive working culture;
- apply an equity lens that infuses principles of diversity, inclusion, and belonging from program conception through decision-making and implementation;
- are open-minded and effective in advocating for the needs of the department and its staff.

The next City of Creedmoor **COP** will join a police department that has strong community interaction and support — the result of intentional efforts over the years that has created a strong and stable culture of respect for officers and the department's mission within the city. The successful **COP** will be a strong advocate for the department and will hold him/herself and the department to high standards of excellence. The **COP** will have significant experience ensuring fairness and equity when enforcing and upholding laws for all community members. The **COP** must be highly competent in policing methods, a genuine leader with excellent communication skills who remains calm in crisis and demonstrates impeccable decision-making and problem-solving skills. The **COP** will be well respected by the diverse community — highly favored by staff and a team player. The next **COP** will effectively balance the administrative duties of the position with being present in the community and responding to calls to support officers and staff when needed.

The City of Creedmoor seeks a law enforcement professional who will immerse him/herself in the community, value what is unique about Creedmoor, and establish trusting relationships with community members.





## About the Community

Located just north of the busy Raleigh – Durham area, the City of Creedmoor, with approximately 5,000 community members, is a quaint, close-knit community. In Creedmoor, you'll find respite from the big City, friendly faces, fast friends, and local recreation for the whole family. The City of Creedmoor is located in southern Granville County and bordered to the west by the Town of Butner. Incorporated in 1905, Creedmoor was known as a "Mule Town," and at one time had a larger tobacco market than the neighboring City of Durham. Today, Creedmoor is a thriving community that serves as a getaway from the surrounding metropolitan areas without sacrificing its amenities. The City of Creedmoor remains a great place to live for residents of all ages and backgrounds.

Granville County, with a population just over 62,000, is a growing, family-centric, rural community with a relaxed, traditional lifestyle and thriving innovative businesses and industries. Its rich history, combined with an eye toward the future, offers the amenities of urban living without long lines and heavy traffic. This vibrant blend of industry, agriculture, retail, and recreation makes Granville County an ideal location, offering accessibility to major cities with the friendly atmosphere of small towns. Its five municipalities — Oxford, Butner, Creedmoor, Stem, and Stovall — are rich in history and resources.

Demographically, the community members of Creedmoor are 54% white, 31% African American, 10% two or more races and less than 4% Native Hawaiian, Native American, Asian or other races. As of 2020, the median household income in Creedmoor was \$78,119. The City's poverty rate of 15.18% is slightly above the State of NC's poverty rate of 13.4%.

The City of Creedmoor is a great place to live for residents of all ages and backgrounds. Earlier this year, the City was awarded the 2022 MOBI Award from the N.C. Department of Transportation, for the multimodal Cross City Trails (below) project, which added 3.5 miles of ADA-accessible sidewalk and greenways.





For K-12 education, Creedmoor offers five public schools, one private academy, and one charter school. The five public schools within Creedmoor consist of [Creedmoor Elementary School](#), [Mt. Energy Elementary School](#), [G.C. Hawley Middle School](#), [South Granville High School](#) and [Granville County Early College](#). The Granville County School System is a “School of Choice” system. [Christian Faith Center Academy](#), a Christian co-ed school is the single private school within Creedmoor. [Falls Lake Academy](#) serves as the charter school option within the community.

Creedmoor is proud to be one of the first cities in America to be recognized as a [Playful City, USA](#) and even prouder to have maintained that designation for all ten years the designation was available. From access to beautiful Lake Rogers and Falls Lake to youth and adult athletics managed by municipal and association programming and senior programs for growth, involvement & enrichment, Creedmoor’s offerings support the entire family. [Lake Rogers Park](#) features a main shelter area with enhanced pedestrian access and a boardwalk across the lake that provides access to planned fishing platforms and 3200’ of primitive walking trails. The park also features a playground as well as shelter and boat rentals.

In addition to providing funding for recreation programming, the City of Creedmoor maintains [The Gauntlet](#), [Cross City Trail](#), and [Harris Park](#). Creedmoor was recently awarded the 2022 MOBI Award from the N.C. Department of Transportation, for the multimodal Cross City Trails project, which added 3.5 miles of ADA-accessible sidewalk and greenways. The recent establishment of the multi-million dollar [Creedmoor Community Center \(2021\)](#) houses the B.C. Roberts field rehabilitation, playground, shelter, gardens, and serves as a multi-use community space.

The City of Creedmoor offers a wide array of outdoor activities, as well as, athletic programs for the entire family to enjoy. A few of the City’s amenities include:



*Lake Rogers Park, which has a playground, shelter, boat rentals and access to fishing platforms and walking trails.*



*The Gauntlet Fitness and Walking Trail, a 1.1 mile trail that is outfitted with a variety of fitness stations designed to challenge hikers.*



*The Creedmoor Community Center, a multi-use community space, which features a playground, shelter, gardens and more.*



*Harris Park, which offers a large picnic shelter and a playground with swings and benches.*

## About the Organization:

Operating under the Council/Manager form of government with five Board members and the Mayor, the City of Creedmoor's FY 23 general fund budget of \$4.8M supports approximately 50 full-time employees across 6 departments: Administrative Services, Police, Finance, Recreation, Community Development, and Public Works.

Creedmoor's Board of Commissioners are responsible for adopting the City budget; establishing policy; enacting ordinances, resolutions, and other actions; approving appropriations and contracts; levying taxes; and granting franchises. In addition, the Board appoints the city manager, city attorney, and the members of various boards and commissions.

## About the Department and Position:

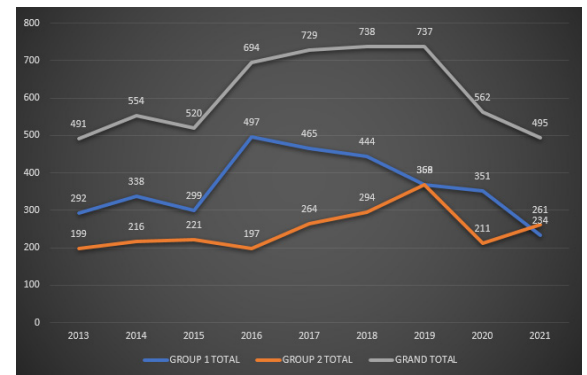
The Creedmoor Police Department (CPD) consists of 17 sworn positions including a chief, 2 lieutenants, 1 detective, 2 sergeants, 2 corporals, 8 patrol officers, 1 school resource officer, and 4 tele-communicators. The department is committed to delivering the most effective, efficient, sensitive, and professional police service possible. Last year, the department responded to just over 4,000 general calls for service. Entrusted with the duty and



The CPD has a strong bond with the community and strives to maintain this through community policing efforts with a focus on forming partnerships with community members and businesses.

ly so that officer schedules vary, working day shift for two weeks then night shift for two weeks. The telecommunications division features the Creedmoor Communications Center which is staffed 24 hours a day/seven days a week. This center handles both emergency and non-emergency calls and is equipped with several phone lines, including a TTY for the hearing impaired, two-way radios, and a security camera monitoring system.

## Creedmoor Crime & Incident Trends





The next **Chief of Police** will resonate with and commit to fulfilling the department's mission *to provide a safe community by maintaining a proactive approach to prevention of criminal activity while demonstrating the highest ethical and professional standards.*

The Police Chief will be responsible for leading a department in a community that is supportive and demands high levels of service and engagement. Multiple community engagement programs ensure that department members and the community interact beyond simply law enforcement such as Shop with a Cop, File of Life, Citizen Police Academy, Coffee with a Cop, National Night Out, Creedmoor Music Festival, and other community outreach efforts.

The city is in the design phase of constructing a new police department and is transitioning to a take home vehicle fleet. Additionally, low crime rates create an opportunity for the next Chief to maintain the effective strategies that result in these public safety perceptions while focusing on critical strategic issues and planning. The ideal candidate will be a strong leader within the police department, and within the community. He/She must work well with the City's Management Team, Board of Commissioners, community members, and surrounding law enforcement agencies. To learn more about the department, click [here](#).



Creedmoor Police Department members interact with community members through many outreach initiatives year-round. Two of the more popular ones, particularly with children, is the Shop with A Cop program (below), which is designed to foster positive relationships between youth and officers, and the "Kids, Cops & Cones" event (left), where department members serve up scoops and talk about safety with local children.

Walmart



## Key Position Priorities:

- Evaluate the department needs, current staffing, policing data, and service delivery practices in order to assess what alignment and changes, if any, are needed to initiate and implement best practices to meet strategic goals.
- Recruit and retain diversity among sworn and civilian staff while leveraging internal talent and closing gaps through engaging employees in training, development, and succession planning.
- Assess equipment and technology needs against best practices to determine what upgrades may be needed in alignment with City strategic goals.
- Ensure the department continues to be a fully engaged city and community partner — advocating for cohesion among officers and Board members and collaborating with other agencies to continue to promote unity within the community and to address community concerns.



*Among the key priorities for the new Chief of Police will be to recruit and retain diversity among sworn and civilian staff while leveraging internal talent.*

## Qualifications:

The City of Creedmoor seeks a law enforcement leader with a minimum of 10 years of progressive law enforcement experience and 5-7 years of cross-functional and progressively responsible experience including administrative and command work at rank of Captain or higher; a BA/BS degree **is required** (Master's degree highly preferred); Executive law enforcement training (e.g. FBI National Academy, SMIB, FBI LEEDA, Administrative Officers Management Program, etc.) **is highly preferred**. Candidates **must** have current certification as a municipal or local government law enforcement officer by his/her respective state or with no more than a three-year break in full-time sworn service at time of appointment. Please note that North Carolina law does not recognize nor have a reciprocal relationship with Federal law enforcement certification. A valid NC driver's license **is required** or the ability to obtain a valid NC driver's license within 60 days of relocating to NC.

- **Transfers:** In-state candidates may transfer their law enforcement officer certification to another agency in NC provided he/she has less than a 12-month break in service at time of appointment. In-state candidates with less than a three-year break in NC service may receive partial credit toward basic law enforcement training. Out of state candidates who are serving or have served as a local or state law enforcement officer must have successfully completed a basic law enforcement training course accredited by the state from which they are transferring and cannot have a break in full-time service exceeding three years at the time of appointment. Individuals with Federal law enforcement officer certification who have not had a break in service exceeding three years at the time of appointment may receive partial credit toward NC basic law enforcement training. NC does recognize and give partial credit for military police (MP) training if the candidate has completed a formal military basic training program and been awarded a military police occupational specialty rating and has served as a military police officer for not less than two of the five years preceding the date of appointment.



## The Successful Candidate is:

- skilled in developing trust among members of the community and the police department while leveraging opportunities for collaborative problem solving and partnerships;
- able to demonstrate personal responsibility and leadership initiative that led to crime prevention and strong community relationships in current or past positions;
- an individual with impeccable integrity and a proven record of consistency in managing both internal and external relationships to mitigate challenges and maximize opportunities;
- a leader who “walks the talk” on community-oriented policing strategies and initiatives both with staff and the community;
- experienced working in a council-manager form of government and has expert skills in navigating the complexities of varying roles (e.g. need for building relationships, educating Council, clear communication, ensuring mutual trust);
- experienced across functional areas such as accreditation, patrol, support investigations, crisis units, or other specialized units;
- consistently updating personal knowledge regarding public policy, public perception, and law enforcement trends and ensuring that knowledge is shared with stakeholders (e.g. Intelligence-Led Policing, Eight Can’t Wait, 21<sup>st</sup> Century Policing, Community Engagement and Involvement, pilot programs for non-LE response teams, COVID-19, management of protests);
- skilled in budget development and management, policy development and application, progressive policing strategies and maintenance of effective service levels despite resource constraints;
- appreciative of the significance of diversity within all aspects of the department and community and has developed innovative solutions to attracting, retaining and promoting diversity, equity and inclusion;
- an outstanding communicator verbally and in writing with well-developed interpersonal skills and abilities; and,
- goal oriented, possessing high standards of self and others, thriving in a culture of high-performance expectations and personal accountability.

*“Today’s Protectors and Tomorrow’s Leaders, Championing a Community Together”*





## Salary:

The salary range for the position of Police Chief is \$85,348 to \$128,603. The City of Creedmoor is committed to a starting salary and total compensation package that will be market competitive and consistent with the experience and qualifications of the selected individual. There is a residency requirement to live within twenty miles of the city limits of Creedmoor or move within these boundaries within 6 months of appointment to the position.

To apply, please visit <https://www.governmentjobs.com/careers/developmentalassociates> and click on the **Chief of Police – City of Creedmoor, NC** title. To learn more about the selection process, visit <https://developmentalassociates.com/client-openings> select “Client Openings” and scroll down to “Important Information for Applicants.” All applications must be submitted online via the Developmental Associates application portal – NOT the City Employment Application portal, nor any other external website; it is not sufficient to send only a resume. Resumes and cover letters must be uploaded with the application. Applicants are encouraged to apply by October 27, 2022. Successful semi-finalists will be invited to participate in virtual interviews and skill evaluation on November 29-30, 2022. Candidates are encouraged to reserve these dates for virtual meetings should they be invited to participate. All inquiries should be emailed to [hiring@developmentalassociates.com](mailto:hiring@developmentalassociates.com).

The City of Creedmoor is an  
Equal Opportunity Employer.



The recruitment and selection process is being managed by Developmental Associates, LLC

## Benefits:

The City offers an excellent benefits package including:

- 100% paid medical/dental/vision/Life insurance
- Membership in the NC Local Government Employees Retirement System
- 6% 401(k) contribution with no match required
- Identity theft protection coverage
- Optional flexible spending account
- Life, disability, and other insurances
- Tuition reimbursement
- 12 paid holidays
- 12 paid vacation/sick leave days annually

