

The Town of

**WAXHAW**®  
Est. 1889

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





The well-respected Waxhaw Police Department in the suburban Town of Waxhaw, NC seeks an authentic, humble professional to lead the department as its next **Chief of Police**. The next **Chief** will join a community with high public support and will not be hesitant to immerse him/herself in the community to establish trusting relationships with community members and other stakeholders. The **Chief** must be highly competent in policing methods, a genuine leader with excellent communication skills who remains calm in crises and demonstrates impeccable decision-making and problem-solving skills. The **Chief** must have a keen understanding that department morale drives recruitment, retention, and excellence in service delivery and actively works to establish and maintain a positive working culture. With significant experience building high-functioning teams where members feel valued and appreciated, the next **Chief** will establish a work culture that eliminates silos, unites staff around a common vision and elevates the needs of its staff while also strategically planning for growth and the long-term needs of the department. The next **Chief** 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 Town of Waxhaw Police Department desires an approachable, predictable Chief who is confident and steadfast in his/her skills, expertise and approach to community policing methods, and will effectively and fairly treat others with respect and dignity.

Among the attributes the next **Chief of Police** must have are:

- a keen understanding that department morale drives recruitment, retention and excellence in service delivery
- significant experience building high-functioning teams
- experience establishing a work culture that eliminates silos and unites staff





## About the Community

Conveniently located just 20 minutes from the bustling City of Charlotte and adjacent to the South Carolina state line, the Town of Waxhaw offers an excellent quality of life. Dating back to the 1800s, Waxhaw is one of the oldest towns in Union County. With a population of over 20,534 people—nearly 110% increase from 2010, Waxhaw has managed to maintain its unique charm and continues to achieve quality growth. Waxhaw is a member of the North Carolina Main Street Program and is committed to balancing downtown economic development with preservation.

Waxhaw is a thriving suburban community with a variety of housing options, highly rated schools, excellent medical care facilities and outdoor recreation, all within the Town's geographic footprint of 12 square miles. Waxhaw's vibrant downtown is a regional attraction and has become a culinary destination. Downtown is also the primary community gathering spot for events. With parks, Carolina Thread Trail, year-round events and programs, the Town of Waxhaw has a charm that is sure to draw you in. Community members and visitors love Waxhaw's temperate climate and proximity to easily explore the states of NC and SC – from the mountains to the Atlantic Ocean beaches.

*The Waxhaw Historic District, at the heart of town, is on the National Register of Historic Places and boasts proud old buildings and unique attractions.*





As the region grows, Waxhaw is faced with increasing challenges to preserve the Town's unique charm, while serving the expanding needs of its community members and businesses. Growth in the region is inevitable; to preserve what makes Waxhaw unique, the Town's Comprehensive Plan 2040 will examine emerging trends and needs and recommend strategies on a variety of issues including transportation, housing, recreation and cultural activities, the environment, utilities, and land use zoning. Currently, through an online survey, the Town is gathering input from community members for the plan. This vital feedback will be integral in guiding the Town's efforts for the next 20 years. Furthermore, the Town's long-term Capital Improvements Plan features a 5-year plan for capital improvement projects to further support the Town's continued growth. The plan, which is evaluated and revised annually, will ensure the Town's equipment and infrastructure support the ever-growing demand for increased services and operating expenses.

*The Town currently has over 20 capital projects in progress, including a new downtown park, Town Hall, and Public Services/Parks and Recreation's Operation Center.*



Downtown Park Groundbreaking Ceremony



Town Hall Groundbreaking Ceremony

With parks, Carolina Thread Trail, year-round events and programs, the Town of Waxhaw has a charm that is sure to draw you in.



Carolina Thread Trail - a regional network of connected greenways, trails and blueways that reaches 15 counties, 2 states and 2.9 million people.



Autumn Treasures Festival - a two-day event held every year during the second weekend in October. The Town of Waxhaw's biggest festival of the year, Autumn Treasures offers a lively atmosphere with a little something for everyone.



Wreaths Across America Day - Held every year on the third Saturday of December at noon, the Town of Waxhaw joins thousands of others attending ceremonies and laying wreaths honoring those whose commitments have preserved our freedoms.





## *Life is on track in the Town of Waxhaw!*

*Downtown Waxhaw abounds with historical landmarks, such as the Water Tower constructed in 1941 and refurbished in 2011. It now serves as one of the Town's most iconic landmarks. The Waxhaw Railroad Bridge, which was once used by automobiles, is now designated for pedestrian traffic only and leads to a downtown of vibrant arts, unique boutiques, diverse cuisine and professional business services.*





## About the Organization, Department and Position:

The Town of Waxhaw operates under the Council-Manager form of government with the Town Manager reporting to the Mayor and a five-person, non-partisan Board of Commissioners. The Town employs 91 employees, including the Chief of Police position, across 10 departments. The FY 22-23 general fund budget of \$16.4M is supported by a tax rate of \$.385 per \$100 of assessed tax value.

The Waxhaw Police Department, as part of and empowered by the community, is committed to a safe and peaceful environment, rendering aid to those in need, and protecting the lives, property, and rights of community members and visitors. Reporting to the Town Manager, the **Chief of Police** oversees the department's \$4M budget and manages a staff of 33 including 8 direct reports, 25 full-time officers and 7 part-time (or auxiliary) officers across five divisions: Administrative, Community Police, Patrol, Detectives, and Animal Control.

In strong collaboration with community partners and other law enforcement agencies within Union County, the department and its officers are committed to reducing crime and enhancing the quality of life of community members and visitors.

During the last fiscal year (July 1, 2021 to June 30, 2022), Waxhaw Police officers handled 27,928 calls for service - 11,453

of which were self-initiated "preventative patrol" activities by officers in their efforts to prevent crime and increase overall public safety. Officers also completed 2,879 stops during the fiscal year time period. The Town enjoys an extremely low crime rate, both in property and violent crime. Officers investigated 340 property crimes during the last fiscal year and 41 violent crimes.

The next **Chief of Police** will uphold and fulfill the department's mission to provide the highest degree of ethical behavior, professional conduct and quality police services while actively seeking to identify community problems and their solutions and enhancing the quality of life within the Waxhaw community. The successful **Chief** will be a strong advocate for the department and will hold him/herself and the department to high standards of excellence. Additionally, the **Chief** will have significant experience ensuring fairness and equity when enforcing and upholding laws for all community members.

Recognized for its commitment to safety, in 2012, the Waxhaw Police Department was the first police department in North Carolina to receive the SHARP (Safety & Health Achievement Recognition Program) award from OSHA. The department continues to earn the award annually.

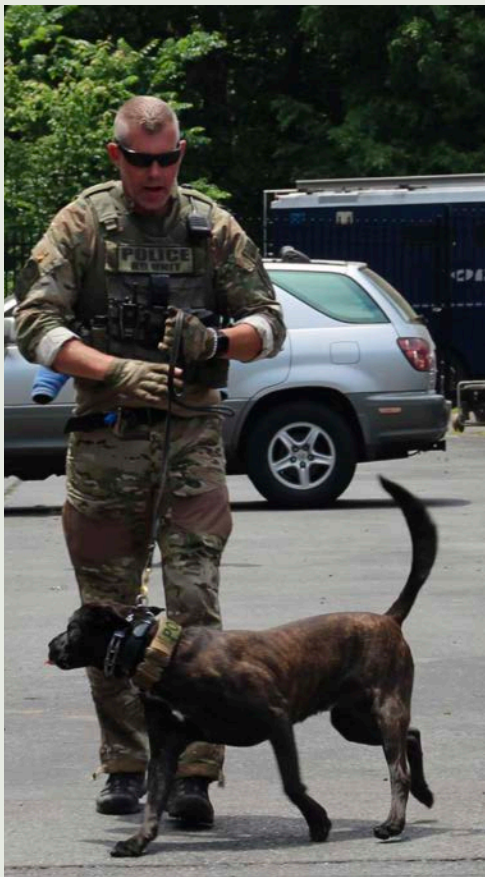


*Town of Waxhaw police officers are committed to reducing crime and enhancing the quality of life of community members and visitors.*

## Key Position Priorities:

- Ensure the department continues to be a fully engaged town and community partner — advocating for cohesion among officers both internally and externally in the community while nurturing the unity and trust within the community.
- 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.
- Evaluate the department's 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.
- Utilize results from a recent pay and organizational study, assess staffing levels, compensation, training, and work factors and advocate for short- and long-term solutions to improve morale, retention and recruitment and further position the department as a competitive employer.
- Implement best practices to improve departmental processes and communication — establishing and upholding a culture of equity, transparency, and accountability.

In honor of Police Week, the Town of Waxhaw Police Department hosts an Open House event for multiple police agencies at the department's headquarters. During the event, community members can meet officers, take a tour of the police department, watch K-9 demonstrations and much more.





## Qualifications:

The Town of Waxhaw 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** while a Master's degree is preferred. Executive law enforcement training (e.g. FBI National Academy, SMIP, FBI LEEDA, Administrative Officers Management Program, etc.) is **highly preferred**. Equivalent experience in lieu of a degree or rank will also be considered. *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 or SC driver's license **is required** or the ability to obtain a valid NC or SC driver's license within 60 days of relocating to NC/SC.

- **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.



Waxhaw Police Officers immerse themselves in the community, continually striving to enhance the quality of life for community members of all ages.





## The Successful Candidate is:

- a natural 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;
- skilled in applying an equity lens that infuses principles of diversity, inclusion, and belonging from program conception through decision-making and implementation and has developed innovative solutions to attracting, retaining and promoting diversity, equity and inclusion;
- 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, investigations, crisis units, or other specialized units;
- skilled in engaging employees in training, development, and succession planning to improve retention;
- 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, 21st 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;
- collaborative with other departments and department heads with the understanding that the Town operates as one cohesive organization;
- 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.



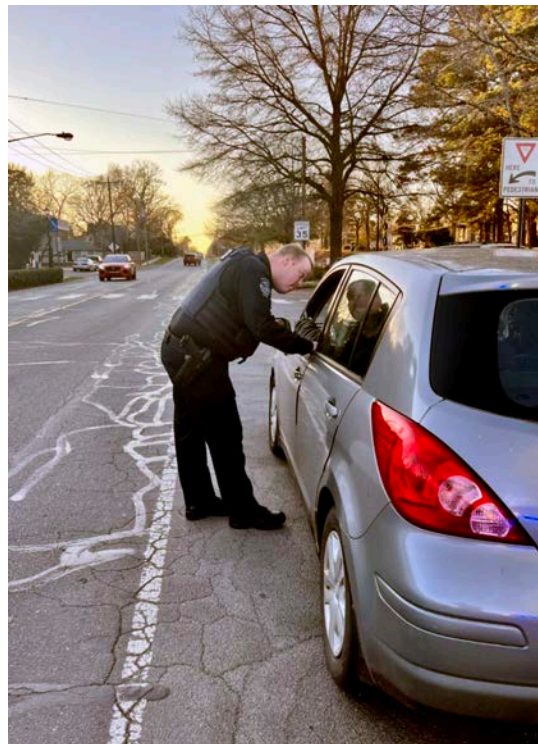


## Salary:

The hiring range for the Chief of Police is \$110,000-\$130,000. The Town offers a comprehensive benefits package including a 5% 401K or 457 contribution, NCLGERS enrollment, paid medical, dental, vision, long and short-term disability insurance, life insurance, PTO, tuition assistance, a wellness program, and more. There is a residency requirement to live within 25 miles of the town limits of Waxhaw 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 – Town of Waxhaw, 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 Town 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 must apply by November 7, 2022. Successful semi-finalists will be invited to participate in virtual interviews and skill evaluation on December 6 -7, 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 Town of Waxhaw is an Equal Opportunity Employer.



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