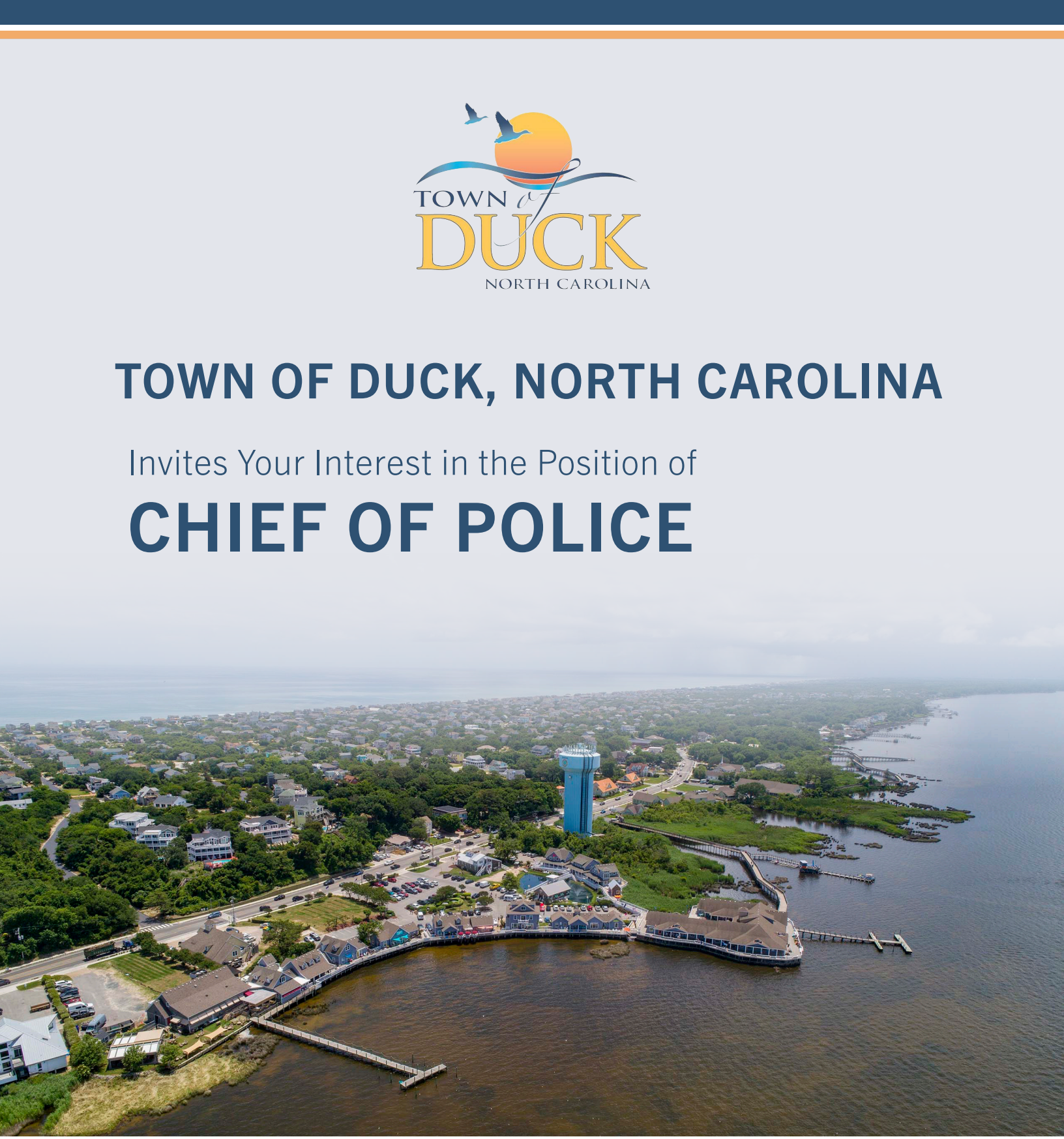
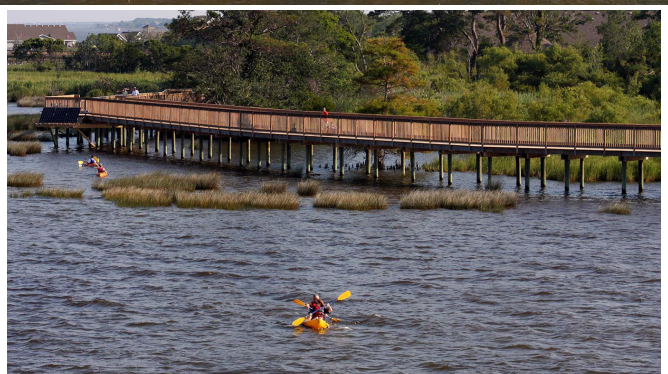
TOWN OF DUCK, NORTH CAROLINA

Invites Your Interest in the Position of

CHIEF OF POLICE









Applicants should apply by November 30, 2026

Lead a Turn-Key Police Department in a Unique and Engaged Coastal Community

The picturesque and charming Town of Duck, North Carolina, seeks a seasoned, strategic, and community-focused law enforcement executive to serve as its next **Chief of Police**.

This leadership opportunity calls for a collaborative and forward-thinking professional who will build upon the department's strong foundation of excellence, its high-performing team, and the trust and credibility already established within the community. The ideal candidate will provide a clear vision for the future while fostering a culture of teamwork, transparent communication, sound judgment, and accountability. A commitment to public service, effective law enforcement, and maintaining strong community relationships will be essential to sustaining the department's success and guiding its continued growth.



Cover photos: From an aerial view of the Town to scenic views of the ocean and boardwalk along the sound, Duck's natural beauty and distinctive coastal character make it a special place to live, work, and serve.

About the Community:

Nestled between the Atlantic Ocean and Currituck Sound, Duck is a small coastal town known for its beaches, locally owned shops and restaurants, and welcoming walkable village atmosphere. Since incorporating in 2002, the Town has worked to preserve the character that makes it unique. The sound side boardwalk and 11-acre Town Park give residents and visitors places to gather, enjoy the outdoors, and take in the beauty of the coast.

With approximately 740 year-round residents, Duck's population swells to an estimated 20,000 or more during the summer as vacationers and seasonal homeowners arrive to enjoy the area. The busy season brings a boost to local businesses and plenty of activity, along with the added responsibility of keeping the community welcoming and safe for residents and visitors alike.





Duck offers plenty of ways to celebrate the seasons, connect with the community, and enjoy its distinctive coastal lifestyle, from the annual Yuletide Celebration (top) and summertime music gatherings (middle) to the soundside boardwalk (below).



Located in northern Dare County, Duck is part of the larger Outer Banks region, known for its maritime history, outdoor recreation, and relaxed coastal lifestyle. Neighboring communities, including Southern Shores, Kitty Hawk, and Kill Devil Hills, offer additional shopping, dining, and services, while Manteo has a historic downtown and waterfront. Fishing, boating, kayaking, and exploring nature trails and Cape Hatteras National Seashore are just some of the ways to enjoy the area's natural beauty.

Duck also offers a variety of community events throughout the year. Annual traditions include a Fourth of July parade and community celebration, a free fall Jazz Festival at Town Park, guided nature walks along the soundside boardwalk, and the z, featuring holiday music, family activities, a tree lighting, and Santa's arrival. These events reflect the Town's welcoming atmosphere and strong sense of community.

With its coastal charm, strong sense of community, and seasonal influx of visitors, the Town offers a unique and rewarding opportunity for a public safety leader to serve both year-round residents and a vibrant summer population.





From top to bottom: Catamarans resting along the waterfront at sunset, the annual fall jazz concert at Town Park, and beachgoers relaxing on Duck's pristine shores showcase the town's coastal character, community spirit, and appreciation for the outdoors.



About the Organization, Department and Position:

The Town of Duck operates under the council-manager form of government, with a five-member Town Council serving as the legislative and policy-making body and the Town Manager overseeing daily municipal operations. With a FY-2026-27 budget of $13.7 million, the Town's internal culture is grounded in its SOAR values—Service, Ownership, Accountability, and Respect—which reflect a shared commitment to integrity, collaboration, personal responsibility, and continuous improvement in service to the community and in support of one another.

The **Chief of Police** reports directly to the Town Manager and is responsible for planning, organizing, and directing the activities of the Police Department. For FY 2026–27, the department has a budget of $2.8 million, which the Chief is responsible for developing and managing, including providing police-related input for the Town's Capital Improvement Plan. The Chief directly supervises two lieutenants—the Patrol Lieutenant and Administrative Lieutenant—and shares supervision of an administrative staff member.

The **Chief** oversees patrol, investigations, traffic enforcement, and related law enforcement activities. The position includes strategic planning, establishing short- and long-term departmental goals and objectives, developing and administering operating and capital budgets, overseeing personnel and resources, and establishing departmental policies, procedures, and standards of performance.

The **Chief** also advises the Town Manager and Town Council on law enforcement issues, works with other law enforcement agencies on crime prevention and investigative activities, and collaborates in preparing the Town and department for emergency conditions, storm mitigation, and recovery.



Duck's shared public safety facility brings the Police and Fire departments together under one roof, supporting coordination, collaboration, and a shared commitment to protecting and serving the Duck community.

Key Position Priorities:

The incoming **Chief of Police** will have the opportunity to build on the Police Department's strengths, support its dedicated personnel, and help shape the future of public safety in Duck. Key priorities over the next one to three years include:

- **Establish Departmental Vision and Direction:** Set clear goals and performance standards that build on the department's strong foundation and support effective policing, professional excellence, and continued growth.
- **Support Recruitment, Retention, and Professional Development:** Promote competitive compensation and benefits, career development, and meaningful training opportunities to attract and retain officers committed to serving Duck's distinctive coastal community.
- **Advance the Public Safety Facility Project:** Work with Town leadership and other partners to move the new public safety facility project forward, helping provide the space and resources needed to support department personnel and effective public safety services.
- **Strengthen Community-Oriented Policing:** Build on the department's successful approach to threading the needle between maintaining public safety and taking a measured, understanding approach to the many visitors, renters, and seasonal residents officers serve.
- **Build on a Strong Departmental Culture:** Maintain the department's positive, close-knit culture while supporting teamwork, employee well-being, work-life balance, and professional development.

Qualifications:

- A bachelor's degree in criminal justice, public administration, or a closely related field, supplemented by advanced coursework in police administration.
- Progressively responsible management experience in law enforcement, preferably including three to five years in a command-level position (Captain or above), or an equivalent combination of education and experience.
- Valid driver's license
- Must be examined and certified by a licensed physician to meet the physical requirements necessary to properly fulfill the role as a sworn law enforcement officer.
- An active Law Enforcement Certification from the North Carolina Criminal Justice Education and Training Standards Commission (or the immediate ability to obtain certification via reciprocity).

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 Will:

- **Demonstrate Exceptional People Skills:** Build positive relationships with people from all backgrounds through active listening, empathy, patience, approachability, and a good sense of humor.
- **Lead Collaboratively:** Take time to learn the department's culture, value the experience of existing personnel, and build on established strengths while welcoming opportunities for improvement.
- **Remain Visible, Approachable, and Hands-On:** Stay actively engaged with officers and the community, attend Town events, and work alongside staff when needed.
- **Lead Through Service and Support:** Put people first by trusting officers' expertise, listening to their concerns, advocating for their needs, and providing the guidance and resources they need to succeed.
- **Exercise Sound Judgment:** Remain calm and composed in challenging situations, demonstrate quiet confidence and strong ethical standards, and use effective de-escalation skills to achieve positive outcomes.
- **Support Recruitment, Retention, and Professional Development:** Build on the department's well-trained staff by supporting continued training and career development, as well as competitive compensation and benefits to attract and retain officers committed to serving Duck's coastal community.
- **Communicate Transparently:** Keep Town leadership informed, communicate clearly with Town Council and community stakeholders, and represent the department with professionalism and integrity.
- **Manage Resources Strategically:** Apply sound fiscal judgment to budgeting, technology, equipment, and capital planning while collaborating with Town leadership on operational needs and the new public safety facility.
- **Build Partnerships and Lead by Example:** Demonstrate humility, integrity, and adaptability while strengthening relationships with neighboring law enforcement and public safety partners.









*The **next Chief of Police** will lead by example, fostering a department culture built on personal service, approachability, and strong community relationships. By supporting officers in their daily interactions with residents and visitors, the* **Chief** *will help keep Duck's Police Department visible, engaged, and responsive.*

Salary and Benefits:

The salary range for the position is $110,000 – 162,000. Starting salary is dependent on qualifications and experience. The Town of Duck offers a comprehensive employee benefits package for its full-time employees and public safety personnel, including, full health, dental, and vision coverage for employees, paid vacation leave, 401(k) contributions, participation in the Local Government Employees' Retirement System. A complete review of benefits can be found here.

Note: While Town residency is not required, the successful applicant must live within a 45-minute drive during normal commuting times and conditions.

HOW TO APPLY:
Please visit https://www.governmentjobs.com/careers/developmentalassociates and click on the **Chief of Police – Town of Duck, NC** job title.

Note: If you have accessed this position from within the Government Jobs portal, simply hit the green "Apply" button in the upper-right corner to begin your application.

- **Application Deadline:** November 30, 2026.
- **Application Process:** All applications must be submitted online via the Developmental Associates appli¬cation portal using the link above—NOT via the Town's employment portal or external job boards.
- **Required Documents:** A comprehensive resume and tailored cover letter must be uploaded with the online submission.
- **Hiring Process Schedule:** Successful semi-finalists will be invited to participate in virtual skill assessment evaluations scheduled for **January 7-8, 2027**. These dates are fixed. Onsite interviews for selected finalists will take place with the Town of Duck leadership team at a time to be determined. Candidates are asked to reserve these dates should they be invited to participate.
- For direct inquiries, please email hiring@developmentalassociates.com.

The Town of Duck, NC is an Equal Opportunity Employer.





Duck PD's participation in the Special Olympics Torch Run and collaboration with the State Highway Patrol reflect the strong partnerships and community spirit the next ***Chief of Police*** *will continue to foster.*

DEVELOPMENTAL ASSOCIATES LLC

Developmental Associates, LLC manages the recruitment and selection process for this position. To learn more about our selection process, visit https://developmentalassociates.com/client-openings/, select "Client Openings," and scroll down to "Important Information for Applicants."