



# Police Chief Recruitment Profile

*The Town of University Park, Maryland, seeks a Police Chief with strong leadership skills, to help advance community policing initiatives and manage the police department in innovative and cost-effective ways.*

Incorporated in 1936, University Park is a small, picturesque community of 923 single-family homes (population 2400) situated along the Route 1 corridor of northwestern Prince George's County, Maryland. Located a few miles from the diverse cultural and historic resources of Washington DC and within walking distance of the University of Maryland campus and new shops and restaurants, University Park is an enclave of safe, quiet streets, integrated parks, and quality housing with a strong sense of community and a well-educated and engaged constituency.

## **Town Vision and Values**

University Park strives to be an inclusive, innovative, safe town that fosters a strong sense of community within a vibrant, growing urban area.

We value:

*Community responsive policing  
Community engagement  
Sound fiscal policy  
Accountability and professionalism  
Welcoming and inclusive community  
Active environmental leadership*

## **Police Department Mission**

The University Park Police Department provides 24-hour proactive patrol with the primary objective of ensuring the general well-being and safety of all members of our community. A dedicated team of experienced law enforcement professionals committed to providing proactive, fair, and impartial police service. Our mission is to employ the principles of community policing, respect for all people, and reverence for the law to ensure a safe and enjoyable quality of life for the citizens and visitors of the Town of University Park.

Community policing is at the core of our approach. By working together, we can create a cooperative environment where everyone feels valued and heard.

## Town Government

The Town is governed by a Mayor elected at-large and seven council members elected by ward. Council members serve two-year terms with a limit of three terms. The Mayor serves a two-year term with a limit of four terms. The Mayor serves as the Chief Executive Officer.

The Council has a committee structure. The Police Chief staff the Police, Traffic, and Public Safety Committee.



## Town Services

The Town provides:

- Police Programs & Services
- Town Code Compliance
- Trash & Recycling
- Yard & Household Compost Services
- Street & Roads Maintenance
- Parks & Trails
- Building Maintenance
- Administration & Finance

## Police Department

The police department positions include:

- Chief
- One (1) Captain
- Two (2) Sergeants
- Six (6) Officers
- One (1) Code Compliance Officer
- Two (2) Crossing Guards
- One Administrative Assistant



The Chief serves at the pleasure of the Mayor and Council and reports directly to the Town Administrator.



# Preferred Characteristics

*University Park seeks a Police Chief who will lead with integrity, decisiveness, and competence. Additional preferred qualities and practices have been identified.*

## ☒ Professional knowledge

The ideal candidate will have experience across all levels of municipal policing operations, be skilled and knowledgeable in current and emerging police best practices and have experience with emergency management and incident command protocols.

## ☒ Education & Experience

Candidates must possess a bachelor's degree in criminal justice, Public Administration, or a related field. A minimum of 15 years of law enforcement experience, with at least 5 years of executive command level experience at the rank of Police Major or equivalent.

## ☒ Facilitator in Chief

The Police Chief must be able to facilitate the work of the Police Department in a manner that allows innovative approaches, encourages staff growth, and positively interacts with the community.

## ☒ Commitment to Community Policing

The Police Chief must be committed to community policing and the use of partnerships and problem-solving techniques to proactively address the immediate conditions that give rise to public safety issues.

## ☒ Departmental budgeting

Previous experience building and managing police department budgets, grant application, and reporting is critical.

## ☒ Professional Development

Active involvement in professional organizations such as the Maryland Chiefs of Police Association (MCPA), Maryland Law Enforcement Officers, Inc. (MLEO), International Association of Chiefs of Police (IACP), National Organization of Black Law Enforcement Executives (NOBLE), and the National Tactical Officers Association (NTOA) is encouraged.

## ☒ Stabilizing Force

The ability to think strategically and anticipate possible outcomes based on knowledge and experience.

## ☒ Inclusive style and presence

The Police Chief must be comfortable developing and implementing governing and management processes that are inclusive and accessible.

## ☒ Comfortable Managing “Up” & “Out”

The Police Chief must be able to express disagreement or concerns to the Mayor and Town Administrator while still following the directives of the Council and Administrator. The Police Chief must be approachable and collaborative with the public and other community stakeholders. A big part of this position is being visible, making connections, and solving problems.

## ☒ Pragmatic problem solver

This is a front-facing position for an individual who genuinely enjoys engaging with people and marshaling the resources to solve problems, complete projects, and deliver services.

## ☒ Excellent Communicator

The Police Chief is the face of the agency and must be engaged and visible to staff and the community. The Chief must be an effective communicator in person and in writing, both formally and informally.

## ☒ Excited for the challenge

The Police Chief should be genuinely excited about the challenge of managing a police department in an engaged community while increasing the efficiency and effectiveness of the day-to-day operations of the police department.



# Opportunities and Challenges

## Residential Community

University Park (UP) is 100% residential. The citizenry is engaged, well-educated, and enthusiastic about living in UP. There are no businesses.

## Growth in Neighboring Communities

University Park (UP) is surrounded by communities that are experiencing significant growth and development. Preserving UP's low crime rate, pedestrian and bicycle safety, and residents' feeling of security provides an opportunity to proactively plan for community initiatives.

## Traffic Calming

With increased development in the towns surrounding University Park and an elementary school located in Town limits, cut-through traffic and speeding, continues to be a challenge. Innovative traffic calming, including traffic enforcement, will continue to be a challenge.

## Events

University Park Police Department (UPPD) hosts and/or participates in a variety of events throughout the year to encourage the community, including the elementary school community that may live outside the Town limits, to come together and to build relationships with the police department. Events include movie nights, Come Out and Play, Walking Wednesdays, National Night Out, Meadow Day, Independence Day Parade, and others.



## Apply Today!

## Compensation

This position offers a competitive salary (starting range expected to be \$120,000 \$150,000 DOQ) and an excellent benefits package including health, vision, dental, paid time off, eleven paid holidays, Maryland Retirement System and Mission Square defined contribution.



Qualified persons are invited to submit an application package no later than October 4, 2024. Please send a cover letter highlighting qualifications, resume, and at least three professional references in a single .pdf file to:

Debi Sandlin, Town Administrator  
townadministrator@upmd.org  
Subject: Police Chief Search

The full job description is available upon request.  
More information about University Park can be found at: [www.upmd.org](http://www.upmd.org)