THE UNIVERSITY OF TEXAS SYSTEM JOB DESCRIPTION

October 2026 0406 Chief, University Police

PURPOSE

This position is responsible for the effective leadership, management and operation of the University Police Department including planning, organizing and directing the activities of the department and ensuring that community safety and security is assured, state laws and The University of Texas System Board of Regents' Rules and Regulations are enforced and appropriate measures are implemented to prevent crime, protect the campus and provide for the public safety of the university community; this includes the campus proper, contiguous student population centers and neighborhoods, as well as geographically separated university facilities.

ESSENTIAL FUNCTIONS

Promote programs and philosophies that reflect best practices and successful applied research efforts nationally in law enforcement and public safety, and that are consistent with the direction and oversight provided by the UT System Office of Director of Police (ODOP). Provide tireless, collaborative and inspirational leadership to a full service law enforcement agency focused on community policing in an urban center and metropolitan area.

The Chief of Police works closely and successfully with the senior university leadership; all academic, administrative and service units of the university; federal, state and local law enforcement; and other public safety agencies. This work requires close consultation with senior leadership as best plans, practices and procedures are identified for conducting university police operations. The incumbent understands the status of the University of Texas System Police as a single state law enforcement agency and acknowledges, understands and is familiar with the relationship between the Chief of Police and the Director of Police; understands University of Texas System Policy 170: Oversight for Law Enforcement and Security for the University of Texas System, ODOP Policy 104: Law Enforcement Authority, and ODOP Policy 105: Jurisdiction of a University of Texas System Police Officer, as well as the most current ODOP Annual Report to the UT System Board of Regents; the incumbent ensures that the university police department is in compliance with the requirements established in ODOP Policy 107: Inspection and Staff Assistance Program.

The Chief of Police coordinates with internal and external organizations and stakeholders regarding major activities held on campus, including but not limited to: the legitimate expression of right to free speech and assembly, athletic events, concerts, speakers' series, commencements and student/public assemblies; oversees, assesses and responds to critical campus law enforcement, public safety and security concerns, issues and situations; ensures that appropriate threat assessment/management and risk mitigation measures are in place and ensures the capacity of the department to respond to catastrophic events, either criminal or natural in origin. The Chief of Police manages the departmental operating budget, establishes an ongoing strategic plan for the department, as well as ensuring staff development, succession planning and stewardship. The Chief of Police serves as the primary spokesperson for the institution on law enforcement, public safety and security matters.

LICENSES

Class "C" Operator's Driver's License. Applicant selected must provide a current three-year driving record from the current state of residence. If not currently a Texas resident, the applicant must obtain a Texas driver's license within 30 days after becoming a Texas resident.

MARGINAL/INCIDENTAL FUNCTIONS

The ability and willingness to discharge the responsibilities and obligations of a Texas peace officer; other functions as assigned.

REQUIRED QUALIFICATIONS

The selected candidate shall have, as a minimum, a bachelor's degree in a relevant field; a minimum of fifteen years of progressively varied and responsible experience as a certified/licensed full-time law enforcement officer with a recognized law enforcement agency, including at least five years of service in an administrative, supervisory, or management position at the command staff rank; shall have or be eligible to obtain, a Texas Driver's License, a Texas Peace Officer License, and Master Certification from the Texas Commission on Law Enforcement (TCOLE). If not possessed, the required license(s) and certification must be obtained no later than six months following the date of the appointment. The process for licensing as a Texas Peace officer may require the successful completion of a required course of study and a licensing examination administered by TCOLE.

The selected candidate must demonstrate visionary leadership and excellence in spoken and written communications, strategic planning skills, and the ability to foster a positive and rewarding work environment while maintaining professional discipline in the department. The selected candidate must have a reputation for honesty, integrity and ethical conduct, and the inter-personal skills necessary to work successfully with students, faculty, staff, visitors and the general public. Applicant must also have an understanding of the national law enforcement accreditation process and associated standards. The selected candidate must have a demonstrated record of successful leadership and an understanding of the challenges of 21st century policing. The selected candidate shall also have a working knowledge of the Incident Command System and National Incident Management System.

The selected candidate must be able to successfully pass a rigorous background investigation conducted by the Office of Director of Police.

PREFERRED QUALIFICATIONS

Includes a working knowledge of the Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act; a master's degree in an appropriate or related field; experience as a chief of police; executive training through the FBI National Academy, the Senior Management Institute for Police or an equivalent venue; law enforcement leadership experience working in a higher education environment; experience in a leadership position in a major municipal police department.

This is a security sensitive position requiring a comprehensive background investigation; the candidate must also be able to qualify for a U. S. government Secret security clearance.