

CHIEF OF POLICE

Job Announcement

Dade City, Florida



March 2025

THE CITY

The City of Dade City, incorporated in 1885, named after U.S. Army Major Francis L. Dade, is the county seat of Pasco County, Florida and located approximately 35 miles north of Tampa, and 60 miles west of Orlando. The city, with its rich history and small-town feel boasts a growing population of 10,000 residents. Dade City, with the 70% of the population below the age of 59, is very family-oriented with a mix of affordable, quiet neighborhoods, and bustling entertainment, cultural, and park amenities. Dade City is also an affordable community, with a diversity of housing types to include single family homes, townhomes and apartments. Currently, 63.7% of homes are owner occupied. In 2023, the median home value in Dade City was \$157,416 compared to a median home value of \$284,798 for Pasco County, \$330,683 for Florida and \$308,943 for the U.S. Dade City is home to four public schools. Known for its Proud Heritage - Promising Future, it still retains its "Old Florida" charm.

For more information on Dade City, please visit: [Dade City, Florida](https://www.dadecityfl.com).



DADE CITY POLICE DEPARTMENT

The Dade City Police Department operates under a City Commission form of municipal government. The Police Department is staffed with 34 sworn and 9 civilian employees. For more information, please visit: www.dadecityfl.com/our_government/departments/police_department/.

The Chief of Police serves as the chief executive of the Dade City Police Department and is responsible for its day-to-day operations. The position is also responsible for preparing the Department's annual budget. As Department head, the Chief is required to attend weekly staff meetings, bimonthly city commission meetings and events throughout the year. The Chief also functions as the Department's official liaison with various community groups, media outlets and law enforcement entities.

Our Mission

The Dade City Police Department is committed to protecting life, property, and individual rights while maintaining peace and order.

Our Vision

Dade City, where the community and its professional police department unite to ensure a safe place to live, work, and visit.

Our Values

Respect
Integrity
Professionalism
Service



CHIEF OF POLICE RESPONSIBILITIES

The City is looking to find someone that values the community, is able to motivate young officers, and has good communication skills, but also views this as a long-term position in a family-friendly environment.

EDUCATIONAL & CERTIFICATIONS REQUIREMENTS

- Bachelor's degree from an accredited institution of higher education affiliated with the Council for Higher Education Accreditation required, Masters Degree preferred.
- A minimum of five (5) years of progressively responsible work in police administration, of which at least five (5) years experience is in high-ranking command positions.
- Graduation from the FBI National Academy, Southern Police Institute Administrative Officer's Course, Florida Police Chiefs STARS Future Chiefs training, Florida Criminal Justice Executive Institute or similar command development course, preferred.
- The candidate must possess and maintain a valid Florida driver license or be eligible to obtain one after appointment.
- The candidate must be certified by the State of Florida Criminal Justice Standards and Training Commission as a Police Officer or qualified to be certified by the State of Florida after appointment, within 180 days.
- Candidate must live within 40 miles of the police department and be prepared to respond as necessary.

ESSENTIAL JOB FUNCTIONS

These examples are only representative work samples for this classification and do not include all duties or special work assignments that may be required for this classification or job.

- Leads the department in fulfilling the Mission.
- Performs and/or oversees departmental planning.
- Organizes the department to meet established goals and objectives.
- Oversees the function of departmental staffing.
- Directs and coordinates the primary activities and pursuits of the department.
- Reports verbally or in writing upon matters of interest or importance.
- Oversees the development and administration of the departmental budget.
- Interacts with the community on behalf of the department and the city.
- Normal business hours, Monday through Friday; attendance in City Commission and other meetings. Subject to call out at all times.
- Considerable supervisory responsibilities.

KNOWLEDGE, SKILLS & ABILITIES

- Knowledge of the principles, practices, and techniques of modern law enforcement.
- Knowledge of the principles and practices of organization, management, budget development, and personnel administration.
- Knowledge of federal, state, and local laws and ordinances that affect or are enforced by the police department.
- Knowledge of community geography and demographics.
- Ability to motivate, manage, and supervise employees with varying levels of education and work experience.
- Ability to establish and maintain effective working relationships with other city departments, public agencies, the news media, and the general public.
- Ability to communicate effectively, orally and in writing.
- Ability to interpret and administer union contracts.
- Ability to analyze complex managerial and administrative problems, formulate solutions, and take independent unilateral actions.

SALARY RANGE & BENEFIT HIGHLIGHTS

- Starting Salary: \$106,000 - \$120,000 annually, bi-weekly direct deposit payments.
- 2% COLA annually.
- Insurance:
 - Automatic \$20,000 term life insurance policy
 - \$10/month Dental (PDP Plus Plan)
 - PPO Health via United Health Care Choice Plus
 - FSA via American Fidelity
 - Option to purchase vision via Guardian
 - Option to purchase disability via MetLife
- Paid Holidays - 11 annually.
- Accrual of 8 hours sick leave per month, 8 hours annual leave per month, increasing after 5 years.
- High risk pension plan for sworn: 3.5% multiplier, 1.5% contribution, fully vested after 10 years.
- Option for Deferred Comp. 457 (b) Plan.
- Safety Incentive Program: \$20 for accident free every 6 months, total \$40/year possible.



SUBMISSION PROCESS



Please submit a resume and cover letter **ONLY** to stars@fpca.com, no later than **Thursday, April 24, 2025, by 8 PM EST**. Inquires should be directed to stars@fpca.com. Incomplete submissions will not be accepted.

The Florida Police Chiefs Association's Stars Executive Search Program is assisting in this search process.

By providing Selection, Training, Assessment, Recruitment, and Support, the Florida Police Chiefs STARS Program is setting the standard for finding, retaining, and supporting the best police chiefs available. The STARS program will take organizations through an extensive search and qualification process.

