

# ASSISTANT POLICE CHIEF

Job Announcement

**City of Gainesville, Florida**



**December 2025**



## THE CITY

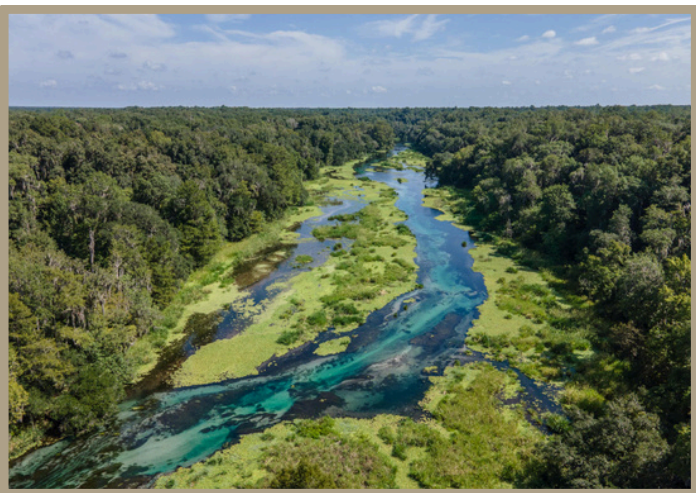
Established in 1854, Gainesville is a city rich in history, culture, and natural beauty. The most populous city in North Central Florida, the city is county seat of Alachua County. Gainesville is home to a diverse downtown area with a variety of art galleries, restaurants, festivals, and sporting events.

Florida's largest and oldest university, University of Florida is at the hub of Gainesville's dynamic community. The University and UF Health Hospital are not only the leading employers in the area, but also bring an elevated standard of living and health care to the area.

The city of Gainesville also boasts a regional transit system, municipal airport, and championship golf course. Known for the numerous historic buildings, parks, and wealth of outdoor activities, the city is ideal for both young families, adventurous souls, and everyone in between.



The Gainesville Police Department is CALEA Accredited. The Police Department is staffed with approximately 300 sworn officers and 70 support personnel. For more information, please visit: [police.gainesvillefl.gov/Home](https://police.gainesvillefl.gov/Home).



## GAINESVILLE POLICE DEPARTMENTS GUIDING PRINCIPLES

### New Vision

Partnering world class urban policing with a globally influenced local community

### New Mission

- Serve the people
- Protect life, property, and rights
- Enforce the law fairly and impartially
- Resolve problems

### Goals

Goal 1: Increase overall safety for the residents in the City of Gainesville by reducing, solving, and preventing crime (Plan for Better Future)

Goal 2: Professional development and training (Foster Greater Equity)

Goal 3: Strengthen community policing by improving community engagement (Be a Community Model)



# ASSISTANT POLICE CHIEF JOB DESCRIPTION

## JOB SUMMARY

This is managerial and administrative work in law enforcement, assisting in the direction, management, and coordination of community police services, activities, and programs of the City's Police Department. The single position allocated to this job class reports to the Chief of Police and works under limited supervision. Work in this class is distinguished from other classes by its level of advanced management, technical skills, level of responsibility, and considerable judgment exercised in the interpretation of rules and regulations as related to laws and ordinances.

## ESSENTIAL JOB FUNCTIONS

*This section of the job description is not intended to be a comprehensive list of duties and responsibilities of the position. The omission of a specific job function does not absolve an employee from being required to perform additional tasks incidental to or inherent in the job. Performance of lower-level duties may be required.*

- Develop and implement assigned law enforcement programs.
- Exercises initiative and independent judgment in the investigation and resolution of problems.
- Prepares and monitors objectives, plans, policies, and procedures for adequately meeting service/operational requirements in compliance with state and federal laws and city ordinances.
- Provides an ongoing evaluation of the cost-benefit of programs and operations and alternative ways of meeting existing and future service/operational needs.
- Assists in formulating policy and resolving complex issues regarding internal operations.
- Regularly updates the Chief of Police on issues related to performance in each division and proposes changes to department operations.
- Represents the Department by serving on special boards and task force committees and attends or conducts briefings, special lectures, or presentations.
- Within the limits of delegated authority, it is responsible for the placement, development, safety, appraisal, and discipline of personnel.
- Makes recommendations for the selection, promotion, and training of personnel.
- Prepares annual budget, controls expenditure levels, and ensures all resources are economically utilized.
- Reviews employee problems and ensures that necessary steps are taken to maintain high morale and employee effectiveness and efficiency; receives and resolves complaints and reports to the Chief on such matters.
- Attends work on a continuous and regular basis.



## NON-ESSENTIAL JOB FUNCTIONS

- Acts in the absence of the Police Chief.
- May be required to work with, or will have access to, information or documents pertaining to criminal investigations. Will be required to respond under emergency conditions.
- Performs other related duties as assigned.

## EDUCATION & EXPERIENCE

Bachelor's degree from an accredited college or university with major course work in criminal justice, law enforcement, police science, or other related field; and a minimum of seven (7) years of progressively responsible law enforcement management and command experience that includes at least three (3) years of experience at the rank of Police Captain or higher.

Preference for work experience with law enforcement agencies with more than one hundred (100) sworn officers.

## CERTIFICATIONS & LICENSES

- Valid United States driver's license required upon appointment.
- Valid Florida Driver's license required within thirty (30) days of start date and at all times while employed in this classification.
- Maintain all federal, state, and local requirements to carry a firearm.
- Must be certified as a law enforcement officer in the United States at the time of appointment.
- Requires the Florida Department of Law Enforcement, Criminal Justice Standards Training Commission's Basic Law Enforcement Certification within six (6) months from the date of hire and at all times while employed in this classification.

## PHYSICAL & ENVIRONMENTAL REQUIREMENTS

- Work requires physical strength and agility as a police officer.
- Work requires normal visual acuity and field of vision, hearing, speaking, color perception, sense of smell, depth perception, and texture perception.
- Mostly sedentary work that requires the employee to sit for prolonged periods of time and involves walking or standing some of the time.
- May be required to attend a variety of meetings after hours, in support of Police business.

## KNOWLEDGE, SKILLS & ABILITIES

- Considerable knowledge of modern police methods, practices, and techniques.
- Considerable knowledge of the principles of personnel techniques as related to the training, placement, and evaluation of police personnel.
- Considerable knowledge of pertinent federal, state, and city laws and ordinances, and court decisions with reference to apprehension, arrest, and prosecution of person(s), and rules of search, seizure, and evidence, and of agency and departmental rules and regulations.
- Considerable knowledge of the social psychological implications of law enforcement work on personnel and the community.
- Considerable knowledge and practices of the methods and practices of police administration.
- Considerable knowledge of the functions and objectives of state, county, and federal law enforcement agencies.
- Considerable knowledge of police department rules and regulations and their interpretations.
- Skilled as an effective leader among the law enforcement community.
- Ability to interact with a diverse community to identify and resolve complaints and issues.
- Ability to analyze complex police problems and to adopt quick, effective, and reasonable courses of action with regard to surroundings, hazards, and circumstances.
- Ability to plan, assign, supervise, train, and review the work of a large number of personnel directly, through subordinate supervisors, and through analysis reports.
- Ability to communicate clearly and concisely, orally and in writing.
- Ability to deal with the public firmly and courteously, and to establish effective working relationships with the public, news media, city officials, and others contacted in the course of work.
- Skilled in the care and use of firearms, motor vehicles, and other related equipment.
- Ability to maintain security and confidentiality.





## SALARY RANGE & BENEFIT HIGHLIGHTS

- Salary Range: \$129,000 - \$217,903.50 based on qualifications and experience.
- Vested after 10 years of credited service.
- DROP option after 25 years of service.
- Tax-qualified retirement plan through the City of Gainesville Consolidated Police Officers' and Firefighters Retirement Plan.
- Pension Plan, 7.5% required contribution
- Supplemental Retirement Planning
  - Retiree Health Saving
  - 457 Deferred Compensation Plan
  - Roth IRA
  - Roth 457
- Leave accruals: 80 hours for first five years, followed by increases in a 5 year increment.
- 100% Tuition Reimbursement (employee only)
- Free Wellness Center Memberships
- Available Insurance Options
  - Individual and family health insurance (Florida Blue).
  - Vision Insurance (Humana)
  - Dental Coverage (BlueDental)
  - LegalShield
  - Short-Term Disability
  - Supplemental Life
  - Flexible Spending Accounts
- Group term life insurance - purchased and paid for by the city for employees up to 200% of annual salary.
- PRO Club - yearly \$350 rebate for employee (\$250 for spouse) towards health plan coverage pending completion of healthy lifestyle activities
- Please refer to the Supplemental Benefits documents for full details.



## SUBMISSION PROCESS

Please submit a resume and cover letter **ONLY** to [stars@fpca.com](mailto:stars@fpca.com), no later than **12PM/Noon EST on Friday, January 30, 2026**. All inquires should be directed to [stars@fpca.com](mailto:stars@fpca.com).

All applicants must complete a City of Gainesville application which can be found [here](#). If you experience difficulty accessing the linked text, please copy and paste the following URL into your browser:

[https://cityofgainesville.wd5.myworkdayjobs.com/en-US/Careers/details/Assistant-Police-Chief\\_6549](https://cityofgainesville.wd5.myworkdayjobs.com/en-US/Careers/details/Assistant-Police-Chief_6549)

Failure to submit application, resume, and cover letter will be considered an incomplete submission and will not be accepted. Applicants to be considered in additional stages of the process will be contacted directly by the Florida Police Chiefs Association. Any applicant who fails to follow the directions of any stage of the STARS process or does not meet required deadlines will be disqualified.



**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.