



#WEARERICHMONDHILL

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**City of Richmond Hill, GA**

is currently recruiting for a

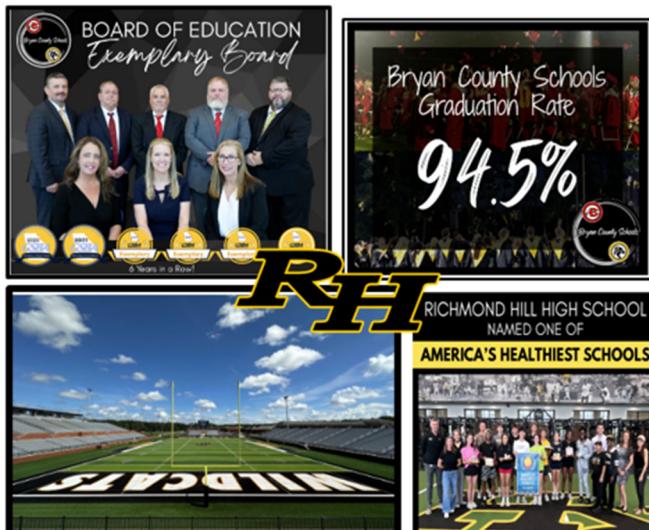
**POLICE CHIEF**

# The Community

The City of Richmond Hill, Georgia is a quiet family community, located just minutes south of metropolitan Savannah. The city of more than 19,800 residents retains a small-town charm and offers a high quality of life for its residents. A diminished crime rate, outstanding educational opportunities, community services, recreational facilities, and beautiful scenery are but a few reasons to live here. This family-oriented city is a place where everyone can feel safe and have all the needed amenities and services expected from a supportive community. Richmond Hill is a rapidly growing community located in the southern portion of Bryan County, which has been designated as the fastest-growing county in Georgia and the sixth-fastest growing county in the United States according to recent 2020 U.S. Census Bureau data.



Visitors are impressed by its southern charm, rich history, variety of outdoor adventures, fishing and great local seafood. This peaceful community has a variety of opportunities: shopping, recreational, and business. Whether you are attracted to antique hunting, or appreciate unique heritage and architecture, Richmond Hill offers relief from the congestion and stress often associated with large urban areas. However, the amenities of a large city are available in historic Savannah, a 25-minute drive to the north. Whether it's sipping coffee at sunrise, enjoying local artistry, or simply relishing the warmth of the community, Richmond Hill invites you to embrace its unique blend of relaxation and exploration. With its distinctive history and scenic beauty, Richmond Hill is coastal Georgia living at its finest.



## The School System

The City of Richmond Hill schools within the Bryan County Schools district include: Richmond Hill Primary School (PreK-1), Richmond Hill Elementary School (2-3), Dr. G.W. Carver Elementary School (4-5), McAllister Elementary School (PreK-5), Frances Meeks Elementary School (PreK-5), Richmond Hill Middle School (6-8), and Richmond Hill High School (9-12). All schools provide transportation, food service and high-tech learning environments to ensure that every student is afforded quality educational opportunities.

# The Government

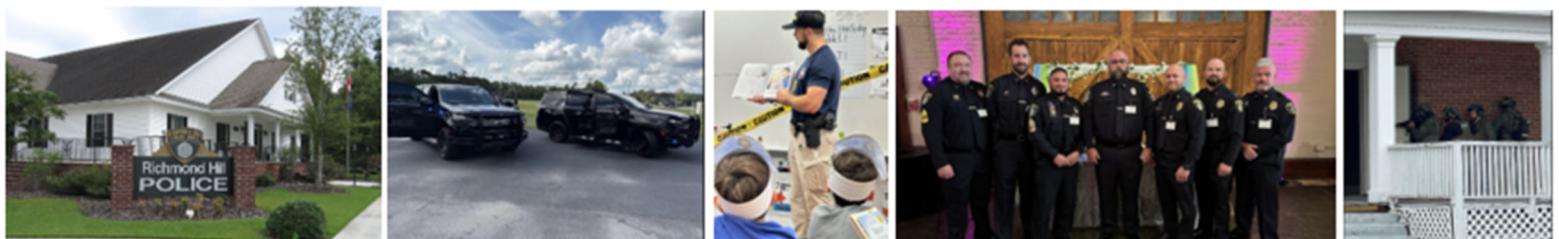
The City of Richmond Hill is governed by the Mayor and four at-large Councilmembers. The City Charter provides the Mayor and Council authority to appoint a City Manager. The current City Manager has served for 14 years. The Police Chief is recommended for appointment by the City Manager and reports to the Manager. Richmond Hill has approximately 108 full-time employees and 7 part-time employees. Areas of operation include the departments of Administration, Finance, Fire, Human Resources, Park & Tree, Planning & Zoning, Police, Public Works, Utilities, and Water. Services for streets, stormwater, water, sewer, engineering and fleet operations are contracted with a private company. The City has an operating funds budget of \$32.1 million and a 5-year capital improvement plan of \$49.0 million.



Pictured from left to right: Councilmembers Steve Scholar, Van Hunter, Mayor Kristi Cox, and the newest councilmembers Kevin Bowes and Cindy Hatala.

## The Department

The Richmond Hill Police Department is comprised of approximately fifty (50) full-time employees and two (2) part-time employees with an annual general fund operating budget of \$6,945,735. The Department is committed to the protection of the City of Richmond Hill and all of its citizens. Motivated and highly trained police officers are on duty 365 days a year, 24 hours a day in the areas of Administrative Services, Criminal Investigations, Patrol, and safety and security for the City's schools.



# About the Position

This position performs responsible supervisory, administrative and technical police work related to leading and managing all functions of the Richmond Hill Police Department. Major duties and responsibilities of the position include, but are not limited to:

- Directs a variety of staff services, including personnel hiring and administration, discipline, job performance review, and operational and organizational planning.
- Formulates and enforces departmental rules, regulations, work methods and procedures.
- Plans, coordinates, monitors, evaluates and directs, through subordinates, the operations of the Police Department; ensures that goals and directives are carried out in an effective manner.
- Prepares annual budgets and plans; monitors the financial needs of the department.
- Reports to the City Manager and implements policies/directives of the Mayor and Council under the guidance of the City Manager.
- Establishes and maintains good working relationships with department personnel, other law enforcement agencies, and state and federal agencies.
- Receives and responds to complaints from the general public and makes public appearances as the department representative.
- The work consists of varied duties related to overseeing all operations of the Police Department. The need to respond to emergency, dangerous, and unforeseen circumstances contributes to the complexity of the position



# Challenges and Opportunities

- As an integral member of the City Manager's leadership team, the Chief will be responsible for establishing achievable and measurable departmental goals and objectives as well as identifying and implementing best practices proven effective in communities of comparable size and complexity as Richmond Hill. The incoming Chief is expected to demonstrate proactive leadership, articulate a vision of excellence, foster community engagement, and ensure the delivery of disciplined and impartial policing services. Maintaining ongoing communication with the City Manager must always be a central aspect of the new Chief's work plan.
- Richmond Hill has a population of approximately 20,000 and has experienced an annual growth rate exceeding 7% over the past several years. This trend is projected to continue driven by the city's advantageous location for families in Georgia's coastal region, the construction of the Hyundai Electric Vehicle plant which is anticipated to create approximately 8,500 area jobs, and ongoing expansion of Fort Stewart in the adjacent county. The incoming Chief must proactively assess and address the law enforcement implications of this continuing population growth, including anticipated changes in housing types and patterns, growing community diversity, and increased demand for crime response services and traffic control.
- A major focus for the new Chief will be the retention of a highly skilled and diverse workforce. This focus should promote a department culture that encourages input from all levels of the department, values critical thinking by all staff, recognizes the importance of high-quality training, and supports professional development through continuous learning.
- Anticipated retirements in the coming years, particularly among command staff, will present both leadership challenges and opportunities. The new Chief should implement a comprehensive succession plan to attract and develop leaders who will understand the evolving law enforcement needs and be responsive to the cultural changes that may impact the Richmond Hill community.
- The new Chief is expected to develop collaborative and mutually beneficial relationships with local and regional law enforcement partners, including the Bryan County Sheriff's Office, state and federal agencies, school system security and safety officials, and adjacent municipal police jurisdictions.
- Demonstrating a strong and visible presence within the community, engaging in active and nonjudgmental listening, and proactively communicating with residents, business leaders, and visitors will be critical components of the new Chief's work plan designed to effectively establish trust and build support for the Department's law enforcement responsibilities.
- The incoming Chief should emphasize the use of advanced technology, data-driven policing strategies, and enhanced avenues for citizen communication to increase operational efficiency, ensure departmental transparency, and foster stronger community relations.

# About the Ideal Candidate

The ideal candidate for the Richmond Hill Police Chief position should possess a strong commitment to serving on the City's leadership team. The successful applicant will exemplify ethical standards, collaboration, and demonstrate a proven track record of effectively leading a police department recognized for its professional law enforcement services. The City seeks an accomplished individual who is forward-thinking, strategic, and dedicated to promoting quality customer service, operational transparency, and active community engagement.

The successful candidate must possess thorough knowledge of state and federal laws, city ordinances, and departmental policies and procedures relevant to a professional police department. The candidate should have proven experience using effective supervisory and management strategies in previous law enforcement roles. The ideal individual will be a strategic thinker who can promptly make sound decisions and take appropriate action in emergency, dangerous, or unexpected situations.

The ideal candidate must have the ability to build community trust through the development of partnerships with stakeholders, utilizing proven law enforcement best practices, and being assessable to Richmond Hill citizens. The ideal candidate will demonstrate the ability to embrace change and guide the department through challenges and opportunities of a growing community while implementing the policies and directives of the Mayor and Council.

## **Minimum Qualifications**

- Bachelor's Degree required in Criminal Justice, Public Administration, Law Enforcement, Police Administration or related field; Master's Degree preferred; with a minimum of ten (10) years of progressive experience in police work with five (5) years of experience in upper-level police management; or any equivalent combination of education, training and experience.
- Completion of a law enforcement training program is highly desired: FBI National Academy, Northwestern Center for Public Safety's School of Police Management and Command, the Police Institute's Administrative Officers Course, the Police Executive Research Forum's Senior Management Institute for Police or the IACP's Leadership in Police Organizations course or other appropriate upper-level leadership training.
- Must possess or acquire within 12 months of hire, a valid Georgia driver's license, Georgia P.O.S.T police officer certification and Georgia Chief certification.

# Compensation & Benefits

Compensation for the Police Chief position will depend on qualifications of the selected candidate. The starting salary is expected to be in the range of **\$105,000 to \$130,000** with a comprehensive benefits package including:

- Health, dental and vision insurance
- Defined Benefit Retirement Plan with 5-year vesting period
- 457 Deferred Comp and 401(a) plans with City matching
- Paid time off (personal time and vacation)
- Short-term and Long-term disability and life insurance
- Assistance with relocation expenses negotiable



## How to Apply

Interested candidates must submit by email a cover letter, resume, a list of at least five job related references (including names, email addresses and phone numbers), as well as salary history not later **February 6, 2026** to Lisa Ward, Senior Associate, Mercer Group Associates, at [lisaward912@gmail.com](mailto:lisaward912@gmail.com). For questions, please call Lisa Ward at 706-983-9326. Interviews are expected to be conducted in early March 2026.

Alan Reddish, Senior Associate, Mercer Group Associates  
Cell: 706-614-4961



MERCER GROUP ASSOCIATES