DEPUTY CHIEF

SALARY

$120,000.00 - $123,000.00 Annually (Commensurate with Experience)

LOCATION

Terryville, Connecticut

JOB TYPE

Full Time

DEPARTMENT

Plymouth Police Department

CLOSING

December 7, 2026 5:00 PM

HOW TO APPLY

Please submit a Letter of Interest and Resume to:

Office of the Mayor
Plymouth Town Hall
80 Main Street
Terryville, Connecticut 06786

GENERAL DESCRIPTION

This is a highly responsible administrative and supervisory position performing specialized police services/work in assisting the Chief of Police in directing the operations, activities, and functions of the Department. Subject to the direction and control of the Chief of Police, the Deputy Chief will be recognized and serve as the second-in-command of the Department. In the Chief's absence, the Deputy Chief will assume the authority, responsibilities, and command of the Chief of Police. This position requires twenty-four (24)-hour-a-day emergency availability. The Deputy Chief is responsible for overseeing the day-to-day operations of the Department, is responsible for the direction, control and supervision of all officers and employees, and is directly responsible for their efficiency and effectiveness as members of the Department.

The Deputy Chief performs administrative management, ensures efficient preparation of staffing schedules, and ensures that all personnel remain certified and trained in accordance with the Police Officer Standards and Training Council (POSTC) and other required mandates. The Deputy Chief

commands all Department Divisions and through the assigned supervisors is responsible for ensuring the effective utilization, response and performance of each. The Deputy Chief works under the direction and supervision of the Chief of Police.

QUALIFICATIONS

EDUCATION AND EXPERIENCE

Must be a certified law enforcement officer in the State of Connecticut or have the ability to obtain law enforcement certification pursuant to the regulations promulgated by the Police Officers Standards and Training Council. Bachelor's Degree, Master's Degree preferred, from an accredited College or University in Criminal Justice, Police Management, Law Enforcement, Public Administration or other related field is required. A minimum of ten (10) years of progressively responsible law enforcement experience, with at least a minimum of five (5) consecutive years of demonstrative supervisory ability at the rank of Lieutenant or higher is required.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Must possess considerable knowledge of the Connecticut General Statutes and applicable state and federal employment laws necessary to perform the duties of the Deputy Chief.

Must have experience working with the Nexgen Records Management System and Department Accreditation.

Must possess considerable knowledge of the principles and practices of modern police administration, organization and operation, including crime prevention, criminal investigation, motor vehicle enforcement, community policing, rules of evidence, constitutional applications, record keeping, training, public relations, recruitment and retention, modern technology such as PowerDMS, Guardian Tracking, and CertAssist, and techniques of law enforcement, types and uses of firearms, communication, and automotive equipment used in modern police work.

Must possess considerable knowledge of the principals of supervision, organization and administrative functions.

Must possess some knowledge of local ordinances, and of the principles and practices of labor relations, and of the social trends and indicators and their impact on law enforcement policy.

Must possess the ability to plan, organize and supervise the work function of supervisors and subordinates, and to deal firmly, effectively, and impartially with subordinates, the ability to control and monitor financial or budgetary matters as assigned, the ability to develop proper training and instructional procedures for Department employees.

Must be capable of maintaining a high level of Department effectiveness, morale and productivity while evaluating and coordinating the needs of the community served and adopting to ever changing conditions.

Must possess the ability to effectively communicate with, and establish and maintain effective working relationships with employees, town officials and officials in state and federal organizations, the public, and the press, and maintain a harmonious relationship with all concerned.

Must possess considerable proficiency in oral and written communications and public presentations.

JOB DUTIES AND RESPONSIBILITIES

Oversees and ensures the professional, efficient, effective operations of all supervisors and their assigned subordinates.

Directs police activities during all major crimes, emergencies, significant incidents, and severe weather events acting as the Incident Commander or in any assigned role in the Incident Command System.

Plans the utilization of personnel according to current Department needs; coordinates, supervises and evaluates the activities of specialized units, conducts routine staff meetings to review activities.

Conducts routine inspections of field operations.

Coordinates emergency planning and staffing of special events.

Maintains professional liaisons with other law enforcement agencies.

Ensures discipline and compliance with the Connecticut General Statutes, laws, ordinances, policies, procedures, rules, regulations, and General Orders of the Department.

Deals effectively with all Department personnel and ensures compliance and/or discipline, as appropriate, for any violations of Department standards.

Assists the Chief of Police with general administration, direction and control of all Department personnel and functions.

Prepares and submits written or oral reports.

Researches grant opportunities, performs grant research for new programs or projects, prepares grant applications, and oversees implementation of grant awards as assigned by the Chief of Police.

Strives to improve working conditions and effectiveness for maximum efficiency.

Confers with the Chief of Police in the development of appropriate policies and procedures.

Monitors and works to improve Department morale.

Performs managerial, administrative, operations-related work as assigned.

Initiates and conducts internal affairs investigations and recommends appropriate discipline.

As the Department's Training Officer plans and manages the training of subordinates, trains, motivates, and coaches subordinate staff, and oversees the Field Training Officer Program.

Assists in maintaining the Department's social media and performs the duties of the Department's Public Information Officer.

Oversees and assists with Department Accreditation.

Performs needs assessments, feasibility studies.

Assists with authorizing and monitoring Departmental expenditures and assists in preparation of the budgets as necessary, or as assigned by the Chief of Police.

Routinely participates in required meetings, special events such as the Terryville Fair, and performs other duties and responsibilities related to those enumerated above, which at times are outside of, and in addition to, the normal work week.

Ensures the unified direction of the Chief's policies and directives and oversees the efficient rendering of police services.

Performs any other duties as assigned by the Chief of Police.

SUPPLEMENTAL INFORMATION

The Town of Plymouth reserves the right to limit the number of candidates that are invited to participate in the interview process.

Candidates will be subject to a law enforcement background investigation and fingerprinting, and if conditionally offered the position, must successfully pass a post-offer polygraph examination and psychological evaluation. Candidates will also be required to undertake and successfully pass a pre-employment medical examination, which includes a substance abuse screening test, given at the Town's expense prior to employment if conditionally offered the position.