



**SERVICE IS
OUR PRIDE**

POLICE CHIEF

The City of Brenham is seeking an experienced, dynamic, and effective municipal police professional. The Police Chief will find Brenham a diverse and progressive City with the challenges and opportunities that are characteristic of a thriving and growing community.

About Brenham, Texas

Brenham, the county seat of Washington County and the Birthplace of Texas, is proud of its heritage and traditions. The City was incorporated in 1858 and is a forward-thinking community.

Brenham is a full-service community located midway between Houston and Austin on US-290. The City operates under a Home Rule Charter in a Council-City Manager form of government. The Council consists of a Mayor and six council members. The Council sets the policy for the operation of the government, and the City Manager, appointed by Council, administers those policies.

Brenham is located 70 miles northwest of Houston, 80 miles southeast of Austin, and 35 miles south of College Station. We have a population of over 19,621, with a daytime population of over 42,000 - due to local workforce, tourism, and Blinn College. The quality of life in Brenham tops the list of why residents stay here. It is a great place to live, work, and raise a family.

Public safety is essential in ensuring the community's quality of life and the City is committed to supporting that effort. The 25,000 square foot police facility was completed in 2009.

Brenham ISD provides a strong educational foundation and works in partnership with Blinn College to prepare area youth for continued educational pursuits or workforce placement.

The City partners with other governmental organizations and the business community to ensure students receive the services they need to succeed.

Our historic downtown, beautiful parks, and first-class sports facilities are just a few of the things that make it Brenham unique. Brenham is one of a handful of Texas municipalities that own and operate their own utilities, including electric and gas. The Brenham Municipal Airport was dedicated in 1949 and now includes a 6,003-ft runway. The City has over 200 acres of parkland, including an aquatic center and sports complex.

Brenham is experiencing significant growth in retail and industrial sectors, with new developments like Brenham Crossings and Market Square attracting esteemed retail brands. The City is seeing flourishing residential and commercial development, including the addition of new homes, townhomes, and commercial establishments.

Brenham Police Department

The police department has officers specialized in tactical operations and hostage negotiations. The department established a proactive street crimes unit, known as the Crime Reduction Unit, which conducts covert operations to apprehend habitual offenders. The department has a partnership with Brenham ISD to provide School Resource Officers (SRO) on each campus.

The police department has a strong and positive relationship with the community. Brenham is known for its parades, festivals, walks/runs, and other community events. Our volunteers supported 100+ of these events last year. Recently, the department restructured the city into three districts to enhance visibility and strengthen crime prevention efforts. This geographic policing model ensures that the

police force operates more efficiently, focusing on effectiveness and strategy.

Washington County 911, serves as the dispatch center for all local law enforcement agencies, EMS, the Brenham Fire Department, county Volunteer Fire Departments, and other City of Brenham departments. This central hub ensures rapid, coordinated response across the county.

Code Compliance and Animals Services report to other city divisions.

The department has 46 full-time staff positions - 40 sworn and 6 civilian: 1 Chief, 1 Assistant Chief, 2 lieutenants, 9 Sergeants, the remaining Corporals and Patrol Officers. The unit's total operations budget is over \$5.7 million.



The Opportunity

The City of Brenham is seeking an experienced law enforcement professional with a successful track record of effective leadership and management of an innovative police department.

The Police Chief is responsible for developing, planning, and overseeing the department's operations to maintain public peace, safeguard

lives and property, uphold citizens' rights, foster positive community relationships, and enforce laws and municipal ordinances. Successful performance in this role requires effectively executing all essential duties. Reasonable accommodations may be provided to enable individuals with disabilities to fulfill these responsibilities.

The Brenham PD is a Texas Best Practices-recognized department through the Texas Police Chiefs Association. The department partners with the community to address problems threatening safety, order, and a high quality of life.

Education and Experience

Education

Bachelor's degree in Criminal Justice, Political Science, Public Administration, Business Administration, or a related field (Master's degree preferred).

Experience

- At least 10 years of law enforcement experience with increasing responsibility, with a minimum of 5 years serving as Police Chief.
- Proven experience in police supervision and management or an equivalent combination of education and experience that demonstrates the required knowledge, skills, and abilities.

Certifications & Advanced Training

- Master Certification from the Texas Commission on Law Enforcement (TCOLE)
- Command College graduate (LEMIT, FBI, SPI) preferred

Responsibilities & Qualifications

- Oversees all police department operations, activities, and policies, ensuring alignment with city objectives and law enforcement best practices.
- Serves on the City Manager's Executive Leadership Team.
- Provides innovative leadership, strategic planning, and critical decision-making to enhance departmental effectiveness.
- Enforces City and State laws, ordinances, and regulations to protect life and property while maintaining high ethical standards.
- Develops and fosters strong relationships between law enforcement and the community, promoting public trust and engagement.
- Leads community policing initiatives and public education programs on crime prevention and police operations.
- Manages department employees' recruitment, training, evaluations, and discipline, ensuring high performance and ethical standards.
- Attracts, retains, develops, and leads an effective police force through mentorship and professional development programs.
- Builds strong interagency partnerships with law enforcement agencies at the local, state, and federal levels.
- Enhances operational efficiency through data-driven decision-making, traffic enforcement strategies, and crime prevention initiatives.
- Establishes and evaluates department policies and procedures in coordination with city leadership to ensure compliance and consistency.
- Guides complex investigations and collaborates with other agencies on law enforcement efforts.
- Directs incident response operations, including crime prevention, investigations, arrests, and traffic control.
- Assesses emergencies and makes sound, timely decisions to protect public safety.
- Oversees budget planning, financial reporting, and responsible resource allocation for department operations.
- Ensures effective procurement and maintenance of equipment and technology to support law enforcement activities.
- Maintains positive community relations through media engagement, public outreach, and civic involvement.
- Writes and communicates clear, concise policies, reports, memos, and instructions.
- Works collaboratively with city leadership and the Public Relations/Communications Manager before large initiatives and during emergencies to ensure clear, accurate, and timely communication with the public and media.
- Ensures department operations comply with federal, state, and local laws governing law enforcement procedures and records management.
- Upholds high standards of integrity, accountability, and fairness, setting the tone for professional conduct within the department.

Quick Facts

Size



13.1 Square Miles

Population



19,621

Weather Averages



78 High | 57 Low

Education



24% 4-year degree

Schools



1-1SD | 1-College
10-colleges and
major universities
within 2 hour drive

Median Income



\$44,049

Median Home Price



\$242,000
calculated by Redfin

Attractions



8-parks | 298 acres

Brenham seeks a candidate with broad experience in all areas and levels of a police department who demonstrates a servant leadership management style.

HOW TO APPLY

To apply, online applications and resumes may be submitted at jobs.cityofbrenham.org. Submissions are due by April 30, 2025 to be considered for first review. Selected applicants will undergo a drug screen, extensive background check, including a criminal history, and a panel interview. This position will remain open until filled.

For Questions

Contact Susan Nienstedt, HR Director at snienstedt@cityofbrenham.org.

Compensation and Benefits

The City of Brenham offers a competitive salary, commensurate with qualifications and experience. Also provided is a generous benefits package that includes a city-provided vehicle, phone/data allowance, paid professional dues/development expenses, health insurance, life insurance, retirement (TMRS at 5%:2 to 1), paid vacation, paid sick leave, and paid holidays.

The City of Brenham, Texas is an Equal Opportunity Employer and does not discriminate against any individual on the basis of race, color, sex, religion, national origin, age, or disability.

For more information, visit the City's website at www.CityofBrenham.org

Chief of Police
City of Brenham
Job Description

Department:	Police	Job No.:	151
Reports To:	City Manager	Pay Grade:	40
EEOC Category:	Officials and Administrators	FLSA Status:	Executive Exemption

Summary

Performs administrative, managerial and technical functions associated with overseeing the activities of the Police Department and enforcing all City statutes/ordinances and State laws/regulations for which the Police Department is accountable. Duties and responsibilities include planning, coordinating and directing all aspects of department operations; supervising the enforcement of laws/ordinances' responding to and directing major calls/occurrences; formulating orders/regulations; developing departmental budget and controlling expenditures; supervising assigned employees; and providing information and assistance to the general public.

Essential Duties and Responsibilities include the following. Other duties may be assigned.

- Administers all operations, activities and policies of the Police Department;
- Acts as a member of the City Manager's executive team; assists the City Manager in carrying out the City's mission for the entire organization in accordance with the City's values;
- Enforces all City and State codes, ordinances, laws and regulations (both traffic and criminal) in order to protect life and property, prevent crime, and promote security; enforces staff observance of high ethical standards in conduct and performance of duty;
- Directs the selection, training, performance review and discipline of department employees; supervises, directs, and evaluates directly assigned staff, handling employee concerns and problems, assigning work, counseling and recommending disciplinary and other personnel actions;
- Takes necessary steps in improving police operations; plans and supervises enforcement of traffic and safety regulations; plans and supervises crime prevention and detection programs;
- Directs the preparation, presentation and administration of the departmental budget; directs the preparation of specifications for departmental equipment;
- Develops, executes and evaluates general policies and procedures, in consultation with City Manager;

- Formulates departmental orders, regulations, work methods and procedures; ensures uniform interpretation of, and compliance with, general and special orders, regulations and policies;
- Defines the organizational structure of the Police Department, analyzes and evaluates City needs to determine future police services, staffing levels, and resources;
- Advises and assists staff in non-routine investigations; actively participates in more complex problems encountered by staff members;
- Cooperates with county, state and federal officers in apprehension and detention of wanted persons; cooperates with other agencies involving police department activities;
- Maintains positive public relations with news media and civic groups; interacts with media on police-related matters, special activities, public education, crime prevention efforts, etc.; speaks at civic club meetings, churches, schools or other public gatherings to explain departmental functions and activities and to establish favorable public relations; confers with staff, police officers and others as necessary to obtain information or resolve problems; contacts personnel by radio, telephone, voice mails or other forms of communications for emergency response and critical incident communications;
- Responds as necessary to direct operations at major calls or occurrences involving automobile accidents, misdemeanors and felonies; may supervise and participate in general police officer duties, to include discovering and preventing commission of crime, apprehending criminals and offenders, writing citations, making arrests, conducting investigations, mediating disputes, administering first aid and performing traffic control functions.

Supervisory Responsibilities

Supervises department personnel, including assigning and reviewing work, conducting performance reviews, and recommending and executing personnel actions such as hiring, transferring, promoting, disciplining, and dismissing employees.

Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience

Bachelor's degree in criminal justice, public administration, political science, business administration or related field, supplemented by formal training in law enforcement methods and practices and in scientific methods of crime prevention and detection with extensive experience in law enforcement work involving progressive responsibility. At least ten years of experience in law enforcement, including at least 5 years experience serving as Police Chief, or any equivalent combination of education and experience that provides the required knowledge, skills, and abilities.

Knowledge Of

Working knowledge of state statutes, city ordinances, and criminal law; effective management and leadership principles; principles of police administration; personnel practices and procedures; principles of supervisory management; procedures for police patrol, criminal investigations, communications, and SWAT operations; applicable federal, state, and local laws and regulations governing police records; department policies and procedures; standard office practices and procedures; community policing theory and application; budgeting principles and procedures; and first aid procedures.

Skill/Ability To

Develop, organize, motivate, and effectively utilize staff; gather, compile, analyze, and evaluate a variety of data, and make sound decisions regarding those data as they apply to providing law enforcement services; read manuals and interpret policies and procedures; write letters, memos, and instructions; evaluate emergency and other situations and make sound decisions; operate a police vehicle in emergency or high-speed situations; safely and effectively operate a firearm to maintain TCOLE standards regarding firearms qualifications; perform basic mathematical calculations; communicate effectively, both orally and in writing; establish and maintain effective working relationships with other law enforcement and government officials, co-workers, and the general public; and operate a computer using standard word processing and spreadsheet software.

Certificates, Licenses, Registrations

Master certification from the Texas Commission on Law Enforcement Officer Standards and Education (TCOLE); and valid Texas driver's license. Training certification from the FBI National Academy for law enforcement leaders or the Law Enforcement Management Institute of Texas (LEMIT) preferred.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the essential duties of this job, the employee regularly is required to sit at a desk or in a vehicle, and frequently is required to stand and walk on various types of surfaces. The employee constantly is required to reach with hands and arms, bend and kneel, and talk and hear. The employee must be able to use hands and fingers to write and/or type reports and information into computer and to use a weapon. The employee frequently must lift and/or move objects weighing up to 20 pounds, such as stacks of records or equipment and materials. The employee occasionally may be called upon to perform acts of intense physical exertion during emergency situations. The employee must be able to see clearly, with or without vision correction, in close situations, at a distance, and peripherally, and be able to recognize colors and adjust focus.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the essential duties of this job, the employee constantly must present a positive attitude as a role model in the community. The employee frequently must work closely with others as part of and/or leader of a team, and must remain calm and professional in tense, emotionally charged, and stressful situations. The employee regularly must work under time pressures to meet deadlines and occasionally must perform multiple tasks simultaneously (such as talking on the telephone and making appropriate notes about the call). The employee occasionally is exposed to emergency situations in which there is the possibility of danger or physical injury. The employee may be subject to working irregular schedules and overtime. The noise level in the work environment is usually moderate, but may be noisy and distracting.

Acknowledgement of Job Description

I understand my responsibilities as described in this job description. I understand training and accomplishments that are expected of me as an employee of this organization.

I also understand that I may be given additional assignments not listed here.

Print name: _____

Signature: _____ Date: _____