

# POLICE CHIEF







## THE COMMUNITY

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Located on the eastern shore of San Francisco Bay, the City of Albany provides a unique blend of small-town charm and big-city accessibility. With a population of approximately 20,000 residents residing in 1.7 square miles, Albany is one of the most densely populated cities in the Bay Area. The city fosters a close-knit community atmosphere while being part of the culturally rich and diverse East Bay. Surrounded by the San Francisco Bay to the west, the Berkeley Hills to the East, and the communities of Berkeley, El Cerrito, Kensington, and Richmond, Albany offers access to a diverse culture and a range of amenities. The City is located just minutes from the University of California, Berkeley, and is easily accessible to the greater Bay Area via BART and regional transit.

Albany is a vibrant, walkable, and bike-friendly city, featuring tree-lined neighborhoods, family-friendly parks, and a dynamic cultural scene. The city's residents take pride in active community participation and support in innovative, inclusive public services. Solano Avenue, the city's main commercial corridor, offers a rich mix of unique local shops, acclaimed restaurants, and events that reflect Albany's creative spirit. Albany boasts a wide range of parks and open spaces, including the Albany Waterfront, McLaughlin Eastshore State Park, Albany Hill, and many unique parks throughout the city.

Albany prides itself on being a safe, community-oriented city with strong services and programs for youth, families, and the older adult. The City offers a variety of housing options, including charming single-family homes, modern apartments, and condominiums, of which numerous

feature views of the Bay and are conveniently located near parks and schools. The city's compact size ensures that most amenities, including public transit, are convenient and inviting. Albany's neighborhoods reflect a balance of long-term residents and younger families drawn to the area's safety, schools, and lifestyle.

Albany is home to one of California's top-performing school districts. The Albany Unified School District serves K-12 students and is consistently recognized for its academic achievements, equity, and college readiness.

Albany is a vibrant and diverse community that has much to offer its residents, businesses, and visitors. To learn more about this progressive and inclusive city, visit the Albany website at [albanyca.gov](http://albanyca.gov).

### Mission Statement

*Albany is committed to providing a healthy, safe, and accessible city, that serves our diverse community.*

## THE ORGANIZATION

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The City of Albany is a full-service Charter City operating under a Council-Manager form of government. The City Council is comprised of five council members elected at large by the Albany electorate. Council members serve staggered four-year terms, with the Mayor and Vice Mayor selected annually by the Council from among its members. The Council provides legislative direction, sets community priorities, adopts the budget, and appoints the City Manager and the City Attorney.

The City Manager oversees administration and supervises all city departments, including Administration, Community Development, Finance/City Treasurer, Fire and Emergency Medical Services, Human Resources, Police, Public Works, and Recreation and Community Services. The City contracts for a City Attorney. The FY 2025/26 General Fund budget totals \$33.5 million, including 118.3 full-time equivalent employees.

In March 2025, the Albany City Council adopted the 2025-2027 City Strategic Plan, identifying the following priorities to guide the City over the next two years:

- *Reduce Greenhouse Gas Pollution and Adapt to Climate Change*
- *Promote Housing Availability & Quality*
- *Promote Streets that Support Safety, Transportation & Mobility Options*
- *Encourage Community Connectivity Through Diversity, Equity, and Inclusion*
- *Increase Revenue and Economic Development to Sustain City Services*
- *Increase Public Health, Safety & Resiliency*

## ALBANY POLICE DEPARTMENT

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The Albany Police Department is a progressive, full-service municipal agency dedicated to providing responsive, community-centered policing services. Known for its transparency, accessibility, and strong community relationships, the Department practices a personalized and relationship-based approach to policing, which is ideally suited for this small dynamic community.

With a FY 2025/26 budget of \$8.6 million and 38.8 full-time equivalent positions (26 sworn and 12.8 professional), the Department is organized into two divisions: Operations and Support Services. Each division is led by a Lieutenant, supporting the Chief in day-to-day operations and strategic oversight.

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Albany operates its own 24/7 emergency dispatch center, providing police, fire, and medical dispatch services for the city, as well as contract dispatching for the Kensington Police Protection and Community Services District. Staff rely on a contemporary Computer-Aided Dispatch and Records Management System to ensure effective response, coordination, and real-time information sharing.

Community engagement is a cornerstone of the Department's approach to keeping Albany safe and maintaining public trust. Members of the department routinely participate in neighborhood safety presentations, school visits, community events, and National Night Out.

The Department enjoys strong support from both City leadership and the Albany community. It is recognized as a well-run organization with a positive internal culture and a loyal, stable team. Many officers have spent their entire careers in Albany, and the Department has maintained strong staffing levels, often attracting lateral candidates from other agencies.

Looking ahead, the Department has identified several key future priorities, including the potential for expanding the use of hybrid and alternative-fuel vehicles, enhancing strategies and partnerships to better support individuals in crisis and mental health response, strengthening communication tools and platforms to engage with the public, and exploring new technologies to improve service and support driven policing. The next Police Chief will have the unique opportunity to lead the development of a new Strategic Plan, setting a vision for the future of police services in Albany and further aligning the Department's service to community priorities.



## THE IDEAL CANDIDATE

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The City of Albany seeks an experienced and community-focused policing professional who thrives in a small, progressive environment. The ideal candidate will be a responsive, hands-on leader, comfortable wearing multiple hats and stepping in wherever needed to support the team and community.

As a working Chief in a lean organization, they will bring broad, well-rounded experience and demonstrate adaptability, sound judgment, and a calm yet confident presence. They will possess outstanding interpersonal and communication skills, ensuring that both community members and staff feel heard, valued, and respected.

The ideal candidate will be a relationship builder, someone who can foster trust and collaboration across the organization and with a diverse, informed, and engaged community. As a forward-thinking problem solver, the future Chief will bring a commitment to continuous improvement, an openness to innovation, and a clear understanding of how to lead effectively within a resource-constrained environment.

The successful candidate will also be an accessible and visible leader, actively engaged with staff, City leadership, and a broader community. They will be a trusted team player who embraces collaboration across departments and contributes to citywide initiatives beyond the scope of public safety.

### Key Qualities and Characteristics:

- **Supportive and authentic leader** who fosters a collaborative team culture where people feel valued, comfortable sharing ideas, and motivated to do their best work.
- **Credible and impactful communicator** with impeccable integrity, sophisticated political acumen, and high emotional intelligence.
- **Approachable and sincere professional** who builds trust and strong relationships with staff, colleagues, community stakeholders, and regional partners.
- **Exceptional mentor** with proven success developing both sworn and non-sworn employees with varying degrees of experience.
- **Creative problem solver** who is willing to explore new technologies and can think beyond traditional solutions, leverage outside resources, and lead with flexibility in a lean environment.
- **Reputation for professional and ethical leadership** that fosters a strong culture and the agency's ability to recruit, retain, and inspire top-tier talent.
- **Well-rounded background** with diverse experience in operations, administration, and specialized assignments, and able to lean in where needed to produce results and ensure service continuity.
- **Collaborative team player** who works effectively with the City Manager, executive team, and elected and appointed officials to advance citywide goals and community priorities.

Competitive candidates will have eight years of law enforcement experience, including five years in a sworn supervisory or administrative role at the rank of Lieutenant or higher, along with a Bachelor's degree from a four-year college or university with major coursework in police science, criminal justice, public administration, or a related field. A Master's degree is desirable. Additionally, a valid California Driver's License and a POST Supervisory or Management Certificate are required.

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## COMPENSATION & BENEFITS

The salary range for this position is \$211,885 - \$270,420\*. Placement in the range will depend upon qualifications and experience (\*Salary effective October 2025).

**Incentive Pay:** 2.5% for possession of a Master's degree or successful completion of the Command College Program.

**Longevity Pay:** 2.5% - 10% of base pay (depending on years of sworn service).

In addition to salary, Albany offers an attractive benefits package, including:

**Retirement:** The City participates in the California Public Employees' Retirement System (CalPERS) with a 3% at 55 formula, single highest year compensation, the city pays 9% of the member contributions (EPMC), employees pay 11% of the City's contributions for Classic members, and 2.7% at 57, highest three-year average compensation for new PEPRAs members, with employees contributing 50% of the normal cost as determined by CalPERS.

**Deferred Compensation:** Voluntary 457 Pre-Tax & After-Tax plans available for employees.

**Medical Plan:** The City offers a choice of HMO, PPO, or EPO plans, along with a generous premium contribution of up to \$2,893.54 for family coverage. The city pays 100% of the Kaiser plan.

**In-Lieu Medical Alternative Benefit:** With proof of insurance, eligible Employees will be credited with Elected Paid Leave. Unused accrued hours will be cashed out quarterly up to \$3,338.70.

**Dental:** City paid. In addition, City will reimburse 60% of Ortho-related medical expenses up to \$1,000 per qualifying dependent per lifetime.

**Vision Plans:** City offers plans with employee premium rates ranging from \$12.88 for Employee Only to \$36.34 for Family coverage.

**Medicare:** Employee contributes 1.45% with employer match.

**Holidays:** 11 paid holidays plus 4 floating holidays per year.

**Sick Leave:** 12 days per year.  
Vacation: Starting at 11 days per year, increasing with years of service, with up to 80 hours cashable each calendar year. Increased accrual may be given for prior public service.

**Administrative Leave:** 80 to 100 hours per calendar year, depending on years of public agency employment experience. Employees may elect to cash out 40 hours on an annual basis.

**Bereavement Leave:** Up to 7 calendar days with pay.

**Life Insurance:** City pays the premium for a \$50,000 term policy. Supplemental voluntary life insurance is available at the employee's cost.

**Flexible Spending Plan:** Set aside pre-tax funds for dependent care and out-of-pocket healthcare expenses.

**Tuition Reimbursement:** Up to \$2,000 per fiscal year.

**Auto Allowance:** Automobile provided or \$300 monthly allowance.

**Uniform Allowance:** Uniform allowance consistent with that provided to employees represented by the Albany Peace Officers Association.

## APPLICATION & SELECTION PROCESS

The closing date for this recruitment is **11:59 pm, Sunday, August 10, 2025**. To be considered for this opportunity, upload a compelling cover letter, resume, and list of six professional references using the "Apply Now" feature at [www.tbcrecruiting.com](http://www.tbcrecruiting.com). This is a confidential process and will be handled accordingly throughout the various stages.



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Following the closing date, applicants with the most relevant qualifications will be granted preliminary interviews by the consultants. Candidates deemed to be the best qualified will be expected to participate in selection activities in early September. The City anticipates making an appointment shortly thereafter, following the completion of negotiations and California POST compliant background investigation, psychological screening, physical evaluation, and reference checks. Please note that references will not be contacted until mutual interest has been established.

