

**CITY OF MILLINGTON TENNESSEE**

# **POLICE CHIEF**



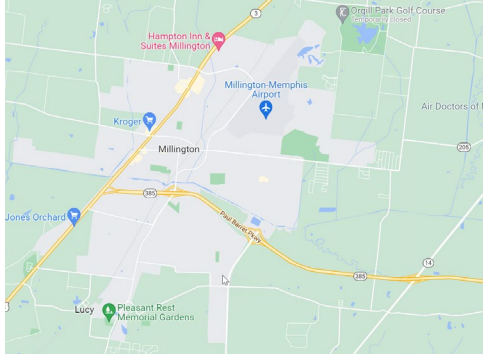
*August 12, 2026*

# City of Millington, Tennessee

## Position Profile – Police Chief

### Introduction

The City of Millington, Tennessee is accepting applications for Police Chief.



The City of Millington is a city in Shelby County, Tennessee, about 20 minutes from Memphis, and is part of the Memphis metropolitan area. Millington was incorporated in 1903. A TNECD Census in 2026 reported that the population of Millington was 12,953. About 30 years ago Millington was granted the title of “Flag City Tennessee” by the Tennessee Legislature. The Naval Support Activity Mid-South, the largest inland naval base, is located at the former Memphis Naval Air Station in Millington. In 1993 the function of the Naval Air Station changed from a training base to an administration base. It is now home base for the Navy Personnel Command, Navy

Recruiting Command, the Navy Manpower Analysis Center as well as the U.S. Army Corps of Engineers Finance Center with more than 7,500 military members, civilian workers, and contractors assigned to work on the base. Millington also has a general aviation airport, Millington Regional Jetport, which features the third longest runway in Tennessee.

It is said that Millington got its start in 1878 when Mr. and Ms. George Millington donated a large tract of land to a group of settlers for the purpose of building a new town. Mr. Millington requested that the town be named in his honor. Also, in 1888, the First Baptist Church was founded. It is now one of the largest buildings in Millington.



Millington offers its residents and visitors many activities and amenities. There are several city parks, and the Baker Community Center on Church Street was built in 1960 and contains a curtained stage,



large auditorium, five meeting rooms and a fully equipped kitchen. For those who love baseball and softball games, there is the USA Baseball Stadium and nature lovers can visit Meeman -Shelby Forest State Park. There are several golf courses including Glen Eagle Golf Course, Edmund Orgill Park Golf Course, and the Mirimichi Golf Course, the last of which was owned by Justin Timberlake. Another favorite event is the International Goat Days Festival. Other annual events include the Freedom Celebration, Fireworks Display, the Annual Veterans Parade and Christmas Parade.

As one can see, Millington has a great history and with all its amenities makes it a wonderful place to come home to.

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## City Governance



The City of Millington is chartered by the state of Tennessee under a City Manager form of Government. A copy of the charter can be viewed on their website at <https://www.millingtontn.gov>. The Board of Mayor and Aldermen is made up of a mayor and seven aldermen, each serving a term of four years staggering every two years.

The Board of Mayor and Aldermen is the Legislative branch of the City of Millington. They are responsible for the adoption of all ordinances, resolutions, and policies. The mayor presides at all meetings of the board and makes all appointments to boards and commissions as authorized by state statute or ordinance.

Board of Mayor and Aldermen meetings are held at City Hall on the second Monday in every month beginning at 6:00 pm. If the second Monday of the month falls on a day observed by the city as a legal holiday, then the regular meeting of the board for that month shall be held on the first day thereafter that is not observed as a legal holiday. City Hall is located at 7930 Nelson Road, Millington, TN 38053. The public is welcome and encouraged to attend all meetings. If special accommodation is needed to fully participate in a city meeting, individuals can contact city hall at (901) 873-5701 for special assistance.





## **The Millington Police Department**



Today, the Millington Police Department reflects more than a century of community growth and public service. While Millington has maintained much of its small-town character, its police department has continued to adapt to modern challenges, balancing traditional law enforcement duties with proactive community outreach and public safety initiatives. The department's evolution mirrors the transformation of Millington from a rural farming community into an important suburban and military-related center in the Memphis metropolitan area.

The Millington Police Department is an accredited agency through the Tennessee Law Enforcement Accreditation Program and serves a city of approximately 12,953 residents. The department operates as the primary law enforcement agency within the municipality. Headquartered on Memphis Avenue, the department provides twenty-four-hour police services, including patrol operations, criminal investigations, asset crime enforcement unit (ACE), traffic enforcement, detention operations, and emergency response. Current staffing information published through law enforcement recruiting resources identifies approximately 38 sworn officers and 4 part-time officers supporting the department's mission.

The department's stated mission is to provide professional and capable assistance to the citizens of Millington, preserve the peace, prevent crime and disorder, and protect lives and property. Uniformed patrol officers form the backbone of daily operations, responding to calls for service, conducting proactive patrols, investigating traffic crashes, and engaging with residents throughout the community. Officers undergo extensive state certification and continuing education requirements to maintain professional standards.

Community engagement has become a defining characteristic of the department's modern approach to policing. Programs such as child passenger safety initiatives, community events, youth outreach activities, and public education efforts demonstrate the department's commitment to building trust and strengthening relationships with citizens. Events such as "Casting with Cops" and child safety seat inspections highlight the agency's emphasis on prevention and community partnership.

Like many contemporary law enforcement agencies, the Millington Police Department faces evolving challenges that include traffic safety, property crimes, community expectations, technology-driven investigations, and recruitment of qualified personnel. The department continues to emphasize professionalism, transparency, training, and collaboration with community stakeholders to ensure public safety while maintaining the trust of those it serves.

## **The Ideal Candidate for Police Chief**

The ideal candidate for Police Chief of Millington should be a proven law enforcement executive with extensive leadership experience in municipal policing. The successful candidate will possess significant command-level law enforcement experience, strong administrative and management skills, and a demonstrated record of success in police operations, criminal investigations, organizational leadership, and public safety administration. Advanced professional law enforcement training, such as the FBI National Academy, Southern Police Institute, or comparable executive leadership programs, is highly desirable.

Equally important is a demonstrated commitment to community-oriented policing. The next chief should understand that effective law enforcement extends beyond crime reduction and includes building strong, collaborative relationships with residents, businesses, schools, faith organizations, military personnel, and elected officials. The ability to communicate openly, listen actively, and foster community trust should be among the candidate's strongest attributes.

An ideal chief would also be a strategic and innovative leader who embraces modern policing practices. Experience with accreditation standards, technology integration, evidence-based policing strategies, officer wellness programs, recruitment and retention initiatives, and data-driven decision making would be valuable. The candidate should have a clear vision for addressing future public safety challenges while maintaining accountability and transparency.

Finally, the ideal Police Chief for Millington should possess unquestioned integrity, strong ethical standards, and a servant-leadership mindset. The successful candidate must be capable of leading by example, mentoring future leaders within the department, supporting officer development, managing public resources responsibly, and maintaining the confidence of both department personnel and the citizens of Millington. Such a leader would honor the department's history while positioning it for continued success in the decades ahead.

**Candidates must meet all minimum qualifications, certification requirements, and licensing standards established for the position, including applicable Tennessee POST certification requirements and other requirements outlined in the official job description. Please see the job description for a complete listing of required qualifications.**

## **Job Description**



### **GENERAL STATEMENT OF DUTIES**

Job Title: Police Chief  
Reports To: City Manager  
FLSA: Exempt  
Salary Grade: 12

Department: Police Department  
Status: Full-Time  
EEO-4 Code: 1  
NCCI Code: 8742

### **Purpose of Job**

The purpose of this job is to perform administrative, managerial and technical work functions associated with directing overall operations of the Police Department, protecting life and property, and enforcing federal, state and local laws. Duties and responsibilities include planning, coordinating and directing all aspects of department operations; supervising the enforcement of laws and ordinances; supervising assigned staff; interpreting and ensuring compliance with laws, ordinances, rules and regulations; developing departmental budget and controlling expenditures; instructing and preparing/maintaining documentation; supervising and participating in general police officer duties; and providing information and assistance to the general public.

### **Essential Duties and Responsibilities**

**The following duties are normal for this job. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.**

Supervises, directs, and evaluates assigned staff, handling employee concerns and problems, assigning work, counseling, and recommending disciplinary and other personnel actions; participates in departmental hiring activities; participates in supervisory activities pertaining to all employees within the department; provides ongoing direction, guidance and assistance.

Plans, organizes, and directs all operations and activities of the department.

Ensures uniform interpretation of and compliance with applicable laws, regulations, policies and procedures; provides guidelines for line officers to follow in enforcing the law.

Enforces all applicable codes, ordinances, laws and regulations (both traffic and criminal) in order to protect life and property, prevent crime, and promote security.

Develops and implements short- and long-range goals pertaining to elimination of and/or solutions to crime-related problems in the community.

Develops/administers departmental budget; exercises control over expenditures; oversees purchases of departmental supplies

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and equipment.

Responds to and/or directs operations at major calls/occurrences involving automobile accidents, misdemeanors and felonies; may supervise and participate as needed in general police officer duties, to include preventing/discovering commission of crime, apprehending criminals and offenders, writing citations, making arrests, mediating disputes, conducting investigations, providing traffic control, administering first aid and CPR, and other activities.

Participates in court activities; testifies in judicial proceedings.

Directs training activities for police personnel and new recruits.

Maintains an effective working relationship with other agencies involving police department activities; assists local, state, and federal law enforcement agencies in coordinating efforts involving apprehension/detention of wanted persons.

Represents the Police Department as appropriate; serves on local, state and national level committees; attends meetings, conferences, conventions, etc., as appropriate.

Creates/maintains positive public relations with the news media and the general public; interacts with media on police-related matters, special activities, public education, crime prevention, etc.; speaks to local groups, civic organizations, and schools concerning crime prevention, drug abuse, child abduction, and other issues related to law enforcement.

Responds to questions, complaints and requests for information/assistance by telephone or in person from the general public, news media, court personnel, employees, officials or other persons.

Confers with staff, police officers and others as necessary to obtain information or resolve problems; contacts command/supervisory personnel by radio, telephone, cell phone, voice mail, etc., for emergency response and critical incident communications.

Communicates effectively and coherently over law enforcement radio channels while initiating and responding to radio communications.

Maintains current manuals. Constantly monitors and makes changes to policy and procedures.

Attends meetings, training sessions and seminars as required to remain knowledgeable of City/departmental operations and to maintain an awareness of changes in policies/procedures, codes or criminal/civil case law and of new trends, advances and procedures in the profession; maintains professional affiliations; reads professional literature.

Uses knowledge of various software programs to operate a computer in an effective and efficient manner.

### **Marginal Job Functions**

Performs other related duties as required.

## **Knowledge of Job**

Has extensive knowledge of the principles, practices and procedures of the City and the operations and functions of the Police Department. Has extensive knowledge of management, human resource management/personnel, and financial practices, policies and procedures as necessary in the completion of daily responsibilities. Has extensive knowledge of all applicable laws, ordinances, policies, standards and regulations pertaining to the specific duties and responsibilities of the job, including relevant city, state and federal laws, criminal and traffic codes, juvenile laws, search and seizure laws, county ordinances, and departmental policies, procedures, rules, and regulations. Has the ability to comprehend, interpret, and apply regulations, procedures, and related information. Is able to develop and administer policies, procedures, plans and activities and to monitor performance of subordinates against measured established goals. Knows how to develop and administer operations and staff plans and objectives for the expedience and effectiveness of specific duties of the City. Is able to develop and implement long-term goals for the department in order to promote effectiveness and efficiency. Knows how to keep abreast of any changes in policy, methods, operations, budgetary and equipment needs, etc. as they pertain to departmental and human resource/personnel operations and activities. Is able to effectively communicate and interact with subordinates, management, employees, members of the general public and all other groups involved in the activities of the City as they relate to the department. Is able to assemble information and make written reports and documents in a concise, clear and effective manner. Have good organizational, management, human relations, and technical skills. Is able to use independent judgment and discretion in managing subordinates including the handling of emergency situations, determining and deciding upon procedures to be implemented, setting priorities, maintaining standards, and resolving problems. Has the mathematical ability to handle required calculations using statistical calculations. Is able to read, understand and interpret personnel and financial reports and related materials. Has a good working knowledge of police administration principles and practices, police management and supervisory techniques, general law enforcement techniques/procedures, and traffic investigation techniques. Has a good working knowledge of criminal investigation techniques/procedures, and methods used in the identification and preservation of physical evidence. Has a good working knowledge of the court system, court procedures, and presentation of evidence in court proceedings. Has knowledge of the City's provisions for emergency situations. Has a good working knowledge of occupational hazards and safety techniques, and of legal regulations regarding employee health and safety. Has a good working knowledge of the road system and geographical layout of the area. Has a good working knowledge of radio codes used in public safety work, and of first aid and CPR techniques. Has the skill and ability to effectively interview and interrogate individuals. Has the skill and ability to explain and interpret pertinent provisions of laws, ordinances and regulations, and to enforce laws firmly, tactfully, and with respect for the rights of others. Has skill in restraining individuals without causing physical harm. Has the skill and ability to ascertain facts by personal contact, observation, and examination of records, and to take the proper course of action. Has skill in oral/written communications, public relations, and supervision. Is able to utilize and understand computer applications and techniques as necessary in the completion of daily assignments, and to utilize various software programs relevant to the position. Has the knowledge and ability to operate various standard and specialized office and police equipment/machinery including a police vehicle, firearms, emergency equipment, radio/communications equipment, radar equipment, alcohol testing equipment, handcuffs, baton, flashlight, processing kits, photographic equipment, computer, typewriter, calculator, copier, and telephone.

## **Minimum Training and Experience Required to Perform Essential Job Functions**

Five (5) years command level experience required (Bachelor's Degree in Criminal Justice preferred), with completion of specialized training in the field of work, and with six or more years of experience in a local government involving law enforcement, criminal investigation, and/or police administration, to include proven administrative and management skills; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this position. Command Level Training such as FBI National Academy or Southern Police Institute preferred. Must meet the Minimum Standards Law (TCA 38-8-106) for Police Officers. Requires a valid Tennessee Driver's License.



## **(ADA) MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS**

**PHYSICAL REQUIREMENTS:** Must be physically able to operate a variety of machinery, equipment and tools which includes a police vehicle, firearms, emergency equipment, radio/communications equipment, radar equipment, alcohol testing equipment, handcuffs, baton, flashlight, processing kits, photographic equipment, computer, calculator, copier, and telephone. Must be able to use body members to work, move or carry objects or materials. Physical demand requirements are at levels of those for heavy work.

**DATA CONCEPTION:** Requires the ability to compare and or judge the readily observable functional, structural, or identifiable characteristics (whether similar to or divergent from obvious standards) of data, people, or things.

**INTERPERSONAL COMMUNICATION:** Requires the ability of speaking and/or signaling people to convey or exchange information. Includes giving assignments and/or directions to managers or assistants as well as communicating with the general public. Must be able to communicate effectively and efficiently in a variety of administrative, technical and professional languages, including terminology related to human resources, legal/court proceedings, law enforcement, emergency medical, and radio communications.

**LANGUAGE ABILITY:** Requires ability to read a variety of informational, personnel related and financial documentation, directions, instructions, and methods and procedures. Requires the ability to write reports and essays with proper format, punctuation, spelling and grammar, using all parts of speech. Requires the ability to speak with and before others with poise, voice control, and confidence using correct English and well-modulated voice.

**INTELLIGENCE:** Requires the ability to learn and understand relatively complex principles and techniques; to make independent judgments in absence of management; to acquire and be able to expound on knowledge of topics related to primary occupation.

**VERBAL APTITUDE:** Requires the ability to record and deliver information such as in a public speaking situation, to explain procedures, and to follow verbal and written instructions.

**NUMERICAL APTITUDE:** Requires the ability to utilize mathematical formulas; add and subtract; multiply and divide totals; determine time and weight; determine percentages; interpret graphs; compute discount, interest, profit/loss, ratio/proportion, etc.; perform statistical calculations which include frequency distributions, reliability and validity of tests, correlation techniques, factor analysis, and econometrics.

**FORM/SPATIAL APTITUDE:** Requires the ability to inspect items visually for proper length, width, and shape.

**MOTOR COORDINATION:** Requires the ability to coordinate hands and eyes in using equipment.

**MANUAL DEXTERITY:** Requires the ability to handle a variety of items, equipment, control knobs, switches, etc. Must have the ability to use one hand for twisting motion or turning motion while coordinating other hand with different activities. Must have average levels of eye/hand/foot coordination.

**COLOR DISCRIMINATION:** Requires the ability to differentiate colors and shades of color.

**INTERPERSONAL TEMPERAMENT:** Requires the ability to deal with people beyond giving and receiving instructions. The worker needs to relate to people in situations involving more than giving or receiving instructions. Must be adaptable to performing under considerable stress when confronted with an emergency.

**PHYSICAL COMMUNICATION:** Requires the ability to talk and/or hear: (talking - expressing or exchanging ideas by means of spoken words.). (Hearing - perceiving nature of sounds by ear).

## **How to Apply and Employee Benefits**

All interested applicants must submit a City of Millington application for employment and a comprehensive resume. Applicants can print and complete an application by going to this site: <https://www.millingtontn.gov> You can copy and paste the link into your browser.

Please scan and email the completed application, resume and any supporting documents to [hrdesk@millingtontn.gov](mailto:hrdesk@millingtontn.gov)

Applicants can also mail their completed application, resume and documents to:

City of Millington Personnel Department  
City of Millington  
7930 Nelson Road  
Millington, TN 38053

This job posting will be accepting applications from August 6, 2026, until September 4, 2026.

Interviews and physical testing dates for the Millington Police Chief will be determined after the application process closes. Details will be sent to applicants selected to interview.

The Millington City Police Chief will be eligible for a comprehensive benefits package which includes the following benefits:

- Salary: \$100,000 – \$127,431 annual, depending on qualifications.
- Medical, Dental & Vision Insurance optional for employees.
- Life Insurance
- Accident, Critical Illness, Disability and Additional Life Insurance optional through USABLE.
- Retirement – The City is a participating employer of the Tennessee Consolidated Retirement System (TCRS). All full-time employees must participate in TCRS and contribute 5% of their gross monthly salary.
- 80 hours of paid vacation per year.
- Full-time employees accrue one sick day per month.
- Free YMCA membership
- Residency bonus if employee lives within the city limits.
- Permanent residence within 25-mile radius of 4836 Navy Road.



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