



CHIEF OF POLICE

CITY OF MENLO PARK



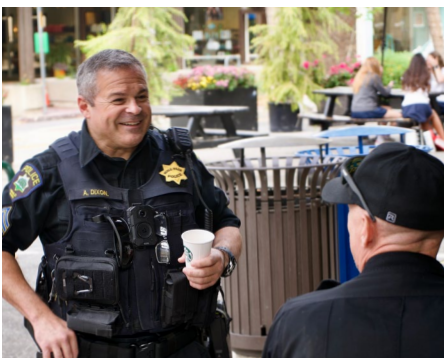


THE COMMUNITY

The City of Menlo Park is a thriving community with tree-lined neighborhoods, active commercial areas, excellent schools, spaces to enjoy the outdoors, and opportunities to be involved in local activities. Located conveniently between the major metropolitan areas of San Francisco and San Jose, Menlo Park is home to approximately 34,000 residents in its 19 square miles. The stunning natural surroundings of the city afford views of the San Francisco Bay to the east and the Pacific Coastal Range to the west.

Menlo Park's residents reflect a diverse range of backgrounds and interests who are actively engaged in community life. With Stanford University in close proximity and home to numerous venture capital firms, Menlo Park is well situated to benefit from and help shape new technologies and innovations originating from Silicon Valley. The city hosts such major employers as Meta, SRI International, Grail, Pacific Biosciences, Rosewood Hotel, and Exponent.

Downtown Menlo Park offers a pleasant, pedestrian-friendly atmosphere in the heart of the city, featuring a mix of upscale shops, restaurants, and entertainment that attract both local residents and visitors alike.



THE CITY ORGANIZATION

Incorporated in 1927, Menlo Park is a General Law city operating under a Council-Manager form of government. The City Council is the city's five-member governing body whose members are elected by district to four-year overlapping terms in general municipal elections. The Mayor and Vice Mayor each serve one-year terms and are selected annually by the City Council in December. The City Council appoints the City Manager and City Attorney as well as members of the city's seven commissions. The City Manager appoints all executive and management level positions. City staff report to one of six departments: the City Manager's Office, Administrative Services, Community Development, Library and Community Services, Police, and Public Works, which includes Menlo Park Municipal Water. Fire protection and sanitary services are provided by separate special districts. The City Council and City staff enjoy a collaborative and mutually respectful relationship.

The City is supported by approximately 297 full-time employees and a FY 2026-27 total budget of \$138.6 million (General Fund \$90.1 million). As evidence of the city's sound fiscal stewardship and solid financial standing, Menlo Park is one of the few cities in California that consistently maintains an AAA bond rating.

For more information about the City of Menlo Park, please visit: www.menlopark.gov

THE POLICE DEPARTMENT

Through its dedicated team of 73 employees (47 sworn) and a FY 2026-27 budget of \$29.3 million, the

Menlo Park Police Department (MPPD) is grounded in its commitment to professionalism, transparency, fairness, and service. The Department operates under a philosophy rooted in the belief that the police and the public are partners in maintaining peace, safety, and quality of life.

MPPD employees, professional staff and sworn officers alike, work to uphold the Department's standards of excellence through a simple "Four P's" mantra – Prepared, Polished, Professional and Proactive, and a "Leadership at Every Level" mindset. Over the last few years, Menlo Park has invested significantly in developing leaders throughout the organization and championing a culture of ownership, accountability and continuous learning. Recent employee engagement surveys reveal high levels of satisfaction with the agency's mission, work environment, and team relationships.

The Department places a high priority on its relationships with the community and provision of safety seriously and is dedicated to education and enforcement of state and local laws. The emphasis on evidence-based practices, problem-solving policing, and the responsible use of technology are important aspects of MPPD's culture.

The Department's operations are organized into four divisions:

Administration – supports all operational units and includes Records, Property & Evidence, Public Records Act processes, data management, Internal Services (recruiting, hiring, backgrounds, training, media and public relations, and policy management).

Patrol Services – patrol teams are deployed through a geographic beat system and work a four-on, four-off 12-hour shift schedule. This division also includes the Traffic Unit, Parking Enforcement and the Overnight Parking Program.

Special Operations (Investigations) – oversees investigative and problem-

solving functions along with the Problem Oriented Policing (POP) Team which includes two Detectives, School Resources and Community Service Officers, and Code Enforcement. This division also handles Internal Affairs and coordinates the Community Wellness and Crisis Response Team.

Dispatch and Communications – MPPD manages its own 24/7 Public Safety Answering Point (PSAP) system for emergency and non-emergency calls.

The incoming Police Chief will join a department that enjoys strong community relationships built through intentional listening, open dialogue, and responsive service and will be supported by devoted employees committed to doing good work.

THE IDEAL CANDIDATE

The City of Menlo Park seeks a forward-thinking, passionate, and experienced policing professional to serve as its next Police Chief. Their leadership style will convey the importance of investing in people and being visible and present with their organization and community, building trust through compassion, open two-way communication, consistency, and follow-through. This successful candidate will be an optimistic, team-oriented, and people-focused leader who fosters confidence and credibility among employees, residents, businesses, and community partners.

The ideal candidate will reinforce a positive workplace culture by engaging and empowering others and establishing clear expectations around performance and conduct. They will approach challenges with professionalism, welcome and respect diverse viewpoints, and create an environment that supports continuous learning, teamwork, inclusion, and a commitment to exceptional service delivery.

This individual will demonstrate integrity and sound judgment in complex, dynamic, and sensitive situations. As a straightforward communicator, they will possess the ability to have difficult conversations and proactively recognize great work as well as identify areas for improvement. Despite rank, MPPD's Chief finds way to remain relatable and close to their roots in the profession.

The incoming Chief will have a demonstrated history of ensuring efficient, effective, and ethical policing practices. Embracing the opportunity to serve an engaged and informed community, the ideal candidate will have a reputation for cultivating collaborative partnerships and creating opportunities that bring people together and strengthen the connection between the police department and those it serves. To that end, valuing input from a variety of sources and making thoughtful decisions that reflect the priorities and best interests of the city, department, and community are paramount to success in Menlo Park.

To complement Menlo Park's executive team, department heads must be highly team-oriented and embrace a citywide perspective, which includes expanding their focus beyond their respective areas of expertise and serving the organization as a whole. In addition, high emotional intelligence, political acumen, and outstanding communication skills are important qualities valued in leaders of this organization. Success in the Chief's role also requires a refined set of leadership competencies that include conflict management, resilience and adaptability, effective public speaking and presentation skills addressing diverse audiences and the media.

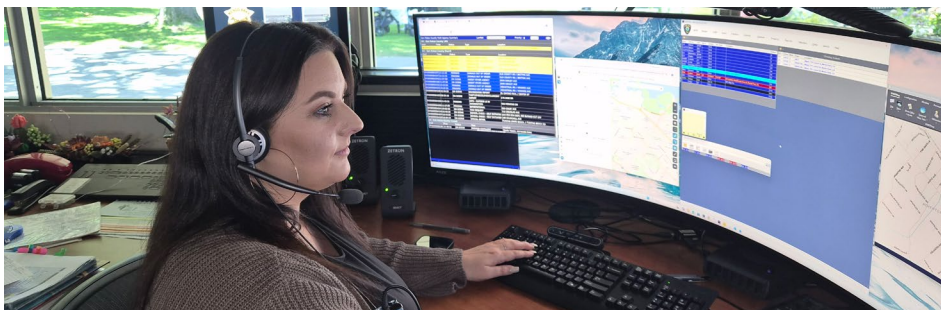
Along with being well-versed in constitutional policing, strong candidates will bring a breadth of local policing experience that includes a balance of operational and administrative assignments. The ideal candidate will be knowledgeable regarding industry trends and best practices and be familiar with contemporary uses of existing and emerging technology. A history of engaging effectively with neighboring agencies, state and federal partners, and community stakeholders to advance public safety goals will be expected. Highly qualified candidates will have at least 10 years of progressively responsible local level policing experience, including substantial executive or command-level leadership experience in a municipal law enforcement agency or comparable public safety organization and a bachelor's degree in criminal justice, public or business administration,

organizational leadership, or related field is required. Experience should demonstrate increasing responsibility in executive or organizational leadership, personnel development, fiscal stewardship, strategic planning, and community engagement. A master's degree or advanced professional education in a similar field and/or completion of one or more nationally recognized executive leadership programs are highly desirable.

Licenses/Certificates: Possession of a Management and/or Executive Certificate issued by the California Commission on Peace Officer Standards and Training (POST), or the ability to satisfy California POST requirements for appointment.

Key Priorities and Opportunities for the incoming Chief

- Develop a strategic plan and vision for the future of MPPD, which may include completing a staffing, deployment, and workload assessment to evaluate staffing needs, organizational structure, and alignment of resources with priorities.
- Translate priorities into action through short- and long-term planning and effective management of the department's budget and resources.
- Support leadership development, succession planning, and knowledge transfer.
- Strengthen recruitment, selection, and the Field Training Program.
- Sustain data-driven burglary prevention and regional coordination.
- Advance technology governance, transparency, and accountability.
- Enhance quarterly public reporting for transparency and community trust.
- Strengthen community engagement and prevention partnerships.



COMPENSATION & BENEFITS

The salary range is \$234,123 - \$316,067; placement within the range will be DOQE. The City offers the following excellent benefits:

CalPERS Defined Benefit Pension:

Classic Tier 1 members 3.0% @ 50, single highest year (hired by Menlo Park before 11/20/11) – Employee pays the 9% employee contribution.

Classic Tier 2 members 3% @ 55, highest 36-month average (hired by Menlo Park on or after 11/20/11) – Employee pays the 9% employee contribution.

PEPRA members 2.7% @ 57, highest 36-month average up to cap set annually by CalPERS. Employees pay 50% of the normal cost, up to the annual PERS-able salary limit. The FY 2026-27 contribution is 13.75% up to \$191,679 of salary.

The City does not participate in Social Security; however, it does participate in Medicare, and the employee portion is 1.45%.

Medical Plans: City pays 100% medical, dental, and vision insurance for employee and eligible dependents.

Health Reimbursement: City-paid contribution of \$2,500 per year for Health Reimbursement Arrangement for qualifying healthcare expenses. These tax-advantaged funds roll over year to year and are portable upon leaving the City.

Paid Time Off: Includes 338 hours of General Leave, 80 hours of Management Leave, and 11 official paid holidays per year. Up to 120 hours may be cashed out annually. Accrued General Leave is fully paid out upon separation from the City.

Life Insurance: City provided policy equal to 1.5 times the employee's annual salary up to \$350,000.

LTD: City paid long-term disability coverage of 66.67% of salary up to the state maximum per month.

Accidental Death & Dismemberment: City paid

Deferred Compensation: Employees in Classic Tier 2 and PEPRA (Tier 3): City matches employee contribution at a ratio 1:1 for up to 4% of salary or to the IRS maximum, whichever is less.

Annual Bonus: Subject to annual budget appropriations, the City Manager may award a one-time bonus of up to \$20,000 per fiscal year.

City Vehicle: City-provided vehicle.

Uniform Allowance: \$1,534 a year, adjusted annually by CPI.

Educational Reimbursement: City reimburses up to \$3,600 per year for tuition expenses.

Transportation: City is enrolled in Caltrain GoPass and BayPass pilot program for free access to all bus, rail, and ferry services in the nine-county Bay Area. The Menlo Park Caltrain station is a five-minute walk from City Hall.

EAP: Counseling and referral services provided through the Employee Assistance Program, including specialized care for First Responders and eligible dependents.

On-site gym: Free access for employees

Relocation Assistance: May be offered with details being determined in discussion with the selected candidate.

APPLICATION & SELECTION PROCESS

The closing date for this recruitment is **11:59 pm on Sunday, September 20, 2026**. 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

TB&co.

Teri Black • 424.285.1548

Suzanne Mason • 562.631.2500

TERI BLACK & COMPANY, LLC

www.tbcrecruiting.com

Following the closing date, resumes will be screened against the criteria outlined in this brochure. Applicants with the most relevant qualifications will immediately be granted preliminary interviews by one of the recruiters. The top candidates will be invited to interview/participate in selection activities in Menlo Park in October. The City Manager anticipates making a selection in a timely manner shortly thereafter, following the completion of negotiations and required background and reference checks on the top candidate. Please note that references will not be contacted until the end of the process and, at that time, will be done in close coordination with the candidate selected.

