



ASSISTANT POLICE CHIEF



**BOB MURRAY
& ASSOCIATES**
Experts In Executive Search

THE COMMUNITY

The City of Richmond, known as the “City of Pride and Purpose,” is a vibrant and diverse community of more than 116,000 residents located on the eastern shore of San Francisco Bay—just five miles north of Berkeley and seven miles northeast of downtown San Francisco. Best known for its role as the most productive shipbuilding center of World War II, Richmond has grown into an important industrial, commercial, shipping, and transportation hub, while also diversifying into biotechnology, green technology, alternative energy, and artisanal food manufacturing. Its central location and multimodal transportation network—including BART, Amtrak, AC Transit, ferry service, and two major interstates—make it one of the most accessible and well-connected cities in the Bay Area.

Richmond is one of the most racially and ethnically diverse cities in the Bay Area, with a population that is approximately 46.9 percent non-white Latino, 16 percent African American, 19.3 percent white, and 15.5 percent Asian¹. Richmond is a warm and welcoming City due to the diversity of its residents, businesspeople, land use and its historic contributions to the future of the nation. With some of the most affordable housing prices in the Bay Area, neighborhoods and housing options offer a whole palette of lifestyle choices.

The City of Richmond is the perfect location to “play in the Bay” and explore with distinct neighborhoods, the Bay Trail and 32 miles of shoreline, museums, golf, water sports, two unique islands, live theatre, excellent shopping and attractive hotels, diverse dining, cultural events and activities, and much more. Through its nine community centers, two aquatic centers, and libraries (one main and two branches), the City sponsors a variety of activities to support Richmond’s adult, youth, and senior populations. The City is also home to the Rosie the Riveter/World War II Home Front National Historical Park, which aims to preserve and interpret Richmond’s role in our nation’s home front response to World War II.

The City has one of the most progressive city governments in California. The City of Richmond is working on developing and implementing programs and policies with a focus on health and racial equity, in order to enhance the quality of life and ensure fair outcomes for all residents. Richmond is a full-service city operating under a City Council-City Manager form of government, with a mayor elected at-large and six council members elected by district. The City is operating in Fiscal Year 2025-26 with a general fund budget of approximately \$258 million and 664 FTEs.

Combining a proud history, an innovative future, and a vibrant lifestyle, Richmond is truly the perfect place for a Police Chief to not only lead but also thrive! To learn more, go to:

ci.richmond.ca.us

¹Quick facts Richmond city, California. 2023 American Community Survey 5 year estimates.

<https://www.census.gov/quick-facts/richmondcitycalifornia>



THE DEPARTMENT

The mission of the Richmond Police Department is to prevent crime and to maintain order. The Department works in partnership with the diverse community to help solve neighborhood problems, address the root causes of crime, and improve the quality of life in Richmond. In compliance with professional standards established by the Oath of Office, Professional Code of Ethics and administrative directives, the Richmond Police Department strives to perform in a manner that promotes public trust.

The Department is organized into three divisions: the Patrol Division, Investigations Division, and Administration Division. The Patrol Division includes uniform patrol officers, Traffic Officers, K9 Officers, sworn and civilian Crime Scene Technicians and S.W.A.T. Team Members. The Investigations Division includes a Robbery/Homicide Unit, General Crimes Unit, Special Victims Unit and Crime Analysis. The Administration Division is comprised of both sworn and civilian staff. They are responsible for recruiting, hiring and training of Richmond Police Department staff. Several staff report directly to the Chief of Police to include the Department’s Accountant, Office of Professional Accountability (Internal Affairs) and the Crime Prevention Unit. The Department also works collaboratively with internal departments and external entities to meet the needs of the Richmond community.

THE POSITION

Reporting directly to the Police Chief, the Assistant Police Chief serves as the second in command of the Police Department, providing leadership and oversight to sworn and non-sworn management, supervisory, professional, technical, and support staff. The Assistant Police Chief will play a key role in advancing departmental policies, procedures, and protocols; strengthening organizational performance and accountability; and supporting the Police Chief in the



effective management of department operations. This position oversees department-wide training and the development and implementation of a comprehensive training plan, establishes inspection and quality-control processes, assists with budget development and administration, and supports COMPSTAT operations and the collection, analysis, and dissemination of crime and calls-for-service data.



The Assistant Police Chief will also provide thoughtful oversight of critical departmental matters, including use-of-force incidents, pursuits, personnel-involved traffic collisions, employee relations, and labor negotiations. The successful candidate will exercise sound judgment in recommending appropriate discipline, counseling, training, and policy enhancements while fostering a culture of professionalism, accountability, continuous improvement, and service. As a visible representative of the Department, the Assistant Police Chief will engage with community and neighborhood organizations, professional groups, City leadership, and the public, and will be comfortable preparing staff reports and presenting complex issues before the City Council and City Manager. This is an at-will, exempt management position serving at the pleasure of the appointing authority.

THE IDEAL CANDIDATE

The ideal candidate will be an accomplished and highly respected law enforcement professional with a strong record of progressive leadership experience in a complex, diverse, and community-focused police organization. The successful candidate will bring a comprehensive understanding of modern policing practices, department operations, personnel management, training, policy development, budgeting, labor relations, and organizational accountability. A strategic and decisive leader, the Assistant Police Chief will demonstrate sound judgment, unquestionable integrity, emotional intelligence, and the ability to navigate complex and sensitive issues with fairness, objectivity, and professionalism. The successful candidate will be an effective mentor and coach who develops people, builds strong teams, holds employees accountable, and creates an environment that encourages initiative, continuous learning, and professional growth.

The ideal candidate will also be an exceptional communicator and relationship builder who understands that effective law enforcement depends on trust—within the Department and throughout the community. The successful candidate will be visible, approachable, and responsive, with the ability to establish credibility with employees, City leadership,

elected officials, community members, neighborhood organizations, and other stakeholders. Political acumen and the ability to work effectively in a complex public-sector environment will be essential, as will demonstrated skill in conflict resolution, employee relations, labor negotiations, and managing organizational change. The Assistant Police Chief will embrace data-informed policing and continuous improvement while maintaining a strong commitment to constitutional policing, transparency, accountability, equity, and exceptional public service.

Candidates must possess equivalent to a bachelor's degree from a college or university with major course work in Social Science, Public or Business Administration, Criminal Justice or a related field and five (5) to seven (7) years of supervisory experience in law enforcement. Any equivalent combination of training, education, and experience that provides the required skills, knowledge and abilities is qualifying. Possession of a valid California driver's license and satisfactory driving record is an ongoing requirement along with POST certifications.

COVID-19 Vaccination Requirement

The City's policy is that all persons hired on or after October 18, 2021, must be fully vaccinated, including the booster, for COVID-19. New employees will be required to provide proof of complete vaccination or have an approved medical or religious accommodation before employment may commence. If you have any questions regarding this policy, please contact Human Resources.



THE COMPENSATION

The salary range for Assistant Police Chief is currently **\$261,832.80 - \$327,290.64 annually** with approved cost of living increase of 5% on July 1, 2027. Placement within this range is dependent upon qualifications and experience. In addition to salary, the City offers an outstanding benefits package that includes:

Public Employees Retirement System (PERS) – Police Classic Employee 3.0% @ 50 years old.

City offers an optional employee-paid deferred compensation plan. Additionally, the City will make an employer-contribution to an employee's 401(a) deferred compensation plan equal to 2% of the employee's semi-monthly base salary per pay period.

Longevity Pay at 5 years (2%), 10 years (4.5%), and 20 years (9%).

CalPERS Medical Plan – Managed through CalPERS with multiple plan options. Maximum benefit paid by the City of Richmond is the Kaiser HMO family rate (no cost to employee).

Dental Insurance, Vision Insurance and Employee Assistance Program (EAP) – are all provided at no cost to the employee.

Life Insurance – 2x annual salary up to \$250,000 benefit.

Long Term Disability Insurance – 60% of salary up to \$5,000 per month after 30 day waiting period.

Holidays – 14 paid Holidays per calendar year, 5 days and 2 hours of floating holidays per calendar year.

Administrative Leave – 12 days each fiscal year

Vacation – 10 days, increases after three years and potential vacation credit for prior local government employment

Sick Leave – 12 days annual sick leave

Optional Flexible Spending Accounts – Health Care, Dependent Care, and Transportation

Professional Development and Tuition Reimbursement

Additional benefits – information can be found [here](#).



TO APPLY

If you are interested in this outstanding opportunity, please apply online at:

www.bobmurrayassoc.com

**Filing Deadline:
October 18, 2026**

Following the closing date, resumes will be screened according to the qualifications outlined above. The most qualified candidates will be invited to interview with Bob Murray and Associates. Candidates will be advised of the status of the recruitment following finalist selection. A select group of candidates will be asked to provide references once it is anticipated that they may be recommended as finalists. References will be contacted only following candidate approval. If you have any questions, please do not hesitate to call Ian Schmutzler at:

(916) 784-9080

Immigration Reform Control Act

In compliance with the Immigration Reform Control Act of 1986, individuals offered employment by the City of Richmond will be required to show documentation of eligibility to work in the United State as a condition of employment.

Non-Discrimination Policy

The City of Richmond is an Equal Employment Opportunity (EEO) employer, and prohibits discrimination against any applicant on the basis of race, religion, citizenship, color, national origin, ancestry, physical or mental disability or medical condition, genetic information, marital status, reproductive health decision-making, sex, gender, gender identity, gender expression, age (40 and over), sexual orientation, or military or veteran status or any other basis protected by law.

Disaster Service Workers

California Government Code Title I, Sections 3100 - 3109, declares all public employees to be Disaster Service Workers subject to such disaster service activities as may be assigned to them by their superiors or by law. More information can be found at:

<https://www.ci.richmond.ca.us/4330/Disaster-Service-Worker-FAQs>

