



TOWN OF ADAMS

Massachusetts 01220

JOB ANNOUNCEMENT SEPT. '26

ADAMS TOWN HALL
8 PARK STREET
413.743.8300 x170

ADAMS POLICE DEPARTMENT CHIEF OF POLICE

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The Town of Adams, Massachusetts is seeking an experienced, forward-thinking, community-focused law enforcement professional to serve as its next Chief of Police. The ideal candidate will bring proven supervisory experience, sound judgment, and a collaborative leadership style, along with a commitment to upholding the highest standards of integrity and professionalism in policing.

COMMUNITY

Adams is a picturesque valley town nestled at the base of Mount Greylock in the northern Berkshires, with a population of approximately 8,100 residents. The community provides a peaceful rural setting that allows residents easy access to the region's wide range of outdoor, cultural, and recreational attractions. As the third largest municipality in Berkshire County, Adams reflects a blend of urban and rural characteristics, with a historic New England town center surrounded by established residential neighborhoods. Situated between North Adams and Pittsfield, the town is home to a diverse mix of housing, small businesses, and light industrial operations that contribute to its local economy and distinctive community character.

THE CANDIDATE

The next Chief of Police must be approachable, visible, and deeply engaged with the community. The successful candidate will actively connect with residents and stakeholders in both formal and informal settings, building strong partnerships and encouraging open dialogue.

Candidates must possess a thorough knowledge of the principles and practices of police administration, as well as established methods, procedures, and best practices in modern law enforcement. This knowledge should include, but not be limited to, applicable state and federal laws and regulations; criminal law enforcement; contemporary investigative techniques; labor and employment law; collective bargaining; and the effective use of current technology in police operations.

THE ROLE

The Chief of Police is appointed by the Select Board and works under the administrative direction of the Town Administrator and is directly responsible to the Board of Selectmen.

"Home of Mt. Greylock"



The Police Chief serves as the chief executive and administrative officer of the Police Department, providing strategic leadership and direction for all department operations and law enforcement services. The Chief is responsible for the effective management of department personnel, policies, programs, training, budgeting, and resources, while ensuring compliance with applicable Massachusetts General Laws, federal laws, regulations, and recognized professional standards. The Police Chief is also responsible for fostering positive relationships with municipal officials, public safety partners, community organizations, and residents, promoting public trust, accountability, and a strong commitment to professional, equitable, and community-oriented policing.

THE DEPARTMENT

The Adams Police Department provides professional law enforcement services to the community 24 hours a day, 7 days a week. The Department is led by the Chief of Police and is staffed by seventeen (17) full-time Patrol Officers, one (1) Administrative Assistant, and one (1) shared Animal Control Officer / Parking Manager. For Fiscal Year 2027, the Department has a budget of approximately \$2.5 million.

QUALIFICATIONS

- Bachelor's degree in law enforcement, criminal justice or a related field preferred.
- A minimum of ten to fifteen (10-15) years of experience in law enforcement preferred.
- At least five (5) years in a supervisory capacity.
- Be in possession or have ability to obtain a valid Massachusetts driver's license.
- Must have a valid Massachusetts Firearms License or the ability to obtain one upon hire.
- Must be able to satisfy all requirements set forth by the Massachusetts Peace Officer. Standards and Training Commission for certification as a Police Officer in the Commonwealth of Massachusetts.

COMPENSATION & BENEFITS

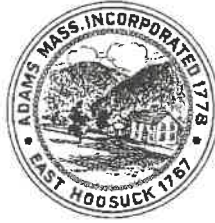
The anticipated salary range for the position is \$110,000 to \$125,000 annually, commensurate with the candidate's qualifications and experience. Additional benefits include group health insurance and dental insurance along with paid vacation, holidays, personal leave and sick time. Opportunities for overtime may be available, with eligibility and compensation determined in accordance with the finalized contract terms.

Interested applicants should send a cover letter and resume as a single PDF, via email to employment@town.adams.ma.us or by postal mail or in person at Adams Town Hall, 8 Park Street, Adams, MA 01220. Materials must be received by 12:00 P.M. on Friday, October 30, 2026.

The Town of Adams is an Equal Opportunity Employer.

"Home of Mt. Greylock"





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TOWN OF ADAMS | JOB DESCRIPTION

POSITION TITLE:	Chief of Police	GRADE LEVEL:	Contracted
DEPARTMENT:	Police Department	UNION/NON-UNION:	Non - Union
REPORTS TO:	Board of Selectmen	DATE PREPARED:	September 2026

SUMMARY: Performs complex administrative, technical, and supervisory work in directing and planning the operations of the Police Department, including but not limited to; routine patrol, community policing, traffic enforcement, traffic management, investigations, crime prevention and town communications with an effective use of available resources; all other related work as required.

SUPERVISION: Works under the administrative direction of the Town Administrator and is directly responsible to the Board of Selectmen. Supervises the equivalent of more than 20, but less than 30 full-time personnel. Including Patrol Officers, Special Officers, Administrative Assistant, and a shared Animal Control Officer.

JOB ENVIRONMENT: Works primarily in typical office setting; often works in the field with exposure to various environmental conditions and exposure to circumstances having the potential to endanger public and personal safety.

Makes frequent contact with the public, human service organizations, community groups, other town officials and departments, other police departments, the District Attorney's Office, Berkshire County Sheriff's Office and other State and Federal agencies

Performs varied and highly responsible duties of a complex nature requiring a significant degree of independent judgement and initiative. Errors could endanger people and property, delay of services and have legal and/or financial repercussions and results in adverse public relations.

Has access to confidential information related to criminal investigations, collective bargaining agreements, and employee personnel records.

Expected to work outside of normal working hours as required and be available in emergency situations 24 hours a day, 7 days a week.

ESSENTIAL FUNCTIONS:

- Responsible for the administration, strategic planning, direction, and coordination of all aspects of the Police Department including personnel, tactical policy, and budget development.
- Supervises all department staff, assigning duties, tasks, instructions and monitoring performance in the discharge of duties. Appropriately delegates authority as needed.
- Implements, coordinates, and maintains a progressive training program for officers and staff; ensures standards and goals are met consistent with current and best practices.
- Plans and executes police programs and actions designated to protect citizens, property, and staff, prevent and repress crime, to apprehend and prosecute offenders, and to recover stolen property; coordinates departmental actions with other law enforcement agencies.
- Has access to extensive confidential information such as personnel records, criminal investigation records, lawsuits, personal information about citizens, as well as collective bargaining negotiating positions; handles this information with discretion and respect for confidentiality.

- Prepares annual budget with Town Administrator for review by the Board of Selectmen; oversees department expenditures and the maintenance of records; submits reports as required by regulatory agencies, submits annual report of activities to the Board of Selectmen.
- Develops and adopts new departmental policies, regulations, or techniques, subject to approval of the Board of Selectmen. Develop and adopt a comprehensive community policing program.
- Issue permits and licenses and oversee the collection of fees and supervisors the inspection of all licensed establishments.
- Responds to requests from the Town Administrator's office regarding public safety, traffic, code enforcement, and quality of life issues.
- Operates as the public representative and voice of the Police Department in civic functions and organizational community leadership situations as necessary.

PHYSICAL REQUIREMENTS: Minimal physical effort required in performance of duties under typical office conditions. Moderate physical effort required during periodic field work; must be able to pass a routine physical examination.

MINIMUM QUALIFICATIONS:

EDUCATION AND EXPERIENCE: Bachelor's degree in law enforcement, criminal justice, or a related field preferred. Ten to fifteen years of police experience preferred. Five years in a supervisory capacity; or equivalent combination of education and experience.

KNOWLEDGE, ABILITY AND SKILL: Thorough knowledge of the principles and practices of police administration; thorough knowledge of the approved methods of procedures of law enforcement; thorough knowledge of applicable federal, state, and local laws; thorough knowledge of current criminal investigation techniques, court procedures, and prosecution methods.

Ability to supervise and lead subordinates in a positive and effective manner and to delegate authority efficiently; ability to establish and maintain harmonious and productive working relationships with personnel, town staff and officials, law enforcement officials, and the general public; ability to enforce the law impartially and to make sound judgments under stressful situations; ability to deal with the general public in a diplomatic and effective manner; experience in collective bargaining environment preferred.

Strong written and verbal communication skills; knowledge of technology as used in police work. Working knowledge of NIMA and ICS emergency management (200, 300, 400) concepts preferred.

Possession of a Class 3 motor vehicles operator's license; CPR and First Responder certification; firearms certification; MPTC or equivalent certification; ability to pass CORI, SORI, and other applicable background checks.

Must be able to satisfy all requirements set forth by the Massachusetts Peace Officer. Standards and Training Commission for certification as a Police Officer in the Commonwealth of Massachusetts.

Approved by:	<i>Board of Selectmen</i>
Date approved:	<i>16 September 2026</i>
Reviewed:	<i>Public Safety Subcommittee 07.29.26 - JM & AB</i>