

**TARBORO POLICE DEPARTMENT**  
**Investigative Police Lieutenant**

**Overview:** The Tarboro Police Department is seeking a dedicated and experienced leader to serve as the Investigative Lieutenant overseeing the Investigative Unit. This position is critical in managing criminal and drug investigations, ensuring that all cases are handled with the highest level of professionalism and efficiency. The successful candidate will provide strong leadership to a team of detectives, coordinate interagency efforts, and maintain the integrity of evidence and investigative processes.

**Salary:** Complete salary ranging from \$62,795 to \$94,193

**Responsibilities:** As the Police Lieutenant overseeing the Investigative Unit, you will lead and manage detectives specializing in both criminal and drug investigations, ensuring all cases are handled with precision and adherence to legal and departmental standards. Role includes assigning cases, monitoring progress, and providing guidance and conducting complex investigations. You will also conduct regular performance evaluations, offer training and coaching, and implement strategies to combat drug-related crime as the leader of the narcotics division.

Additionally, you will coordinate intelligence-sharing with local, state, and federal agencies, oversee undercover operations, including the handling of confidential informants, and manage the proper collection, documentation, storage, and handling of evidence. Ensuring compliance with chain-of-custody protocols and conducting periodic audits to maintain the integrity of evidence management will also be key responsibilities.

Position will serve as the agency training coordinator, organizing and managing in-service training programs, ensuring that all personnel are up to date with mandatory training requirements and familiar with evolving practices, laws, and technology. Your role includes participating in on-call rotations, providing leadership during after-hours emergencies, and responding to major incidents or high-priority cases that require a supervisory presence. You will also coordinate with vendors to resolve any technology issues that affect police operations, oversee system upgrades, and ensure minimal downtime.

Collaborate with other law enforcement agencies, task forces, and community organizations to support joint investigations and facilitate communication between the Investigative and Patrol Units. Additionally, you will develop, update, and enforce investigative procedures, protocols, and policies to ensure alignment with departmental goals and legal standards.

**Requirements:**

- Candidate must live within a 30 mile radius from the corporate limits of the town.
- Successfully pass medical examination, drug screening, and background investigation to the satisfaction and standards deemed necessary by the Town of Tarboro and the North Carolina Criminal Justice Education and Training Standards Commission.
- Must successfully complete any other task deemed necessary by the Department for employment purposes.
- Must have General Instructor Certification through the North Carolina Sheriff's\Criminal Justice Education and Training Standards Commission(s).

- Candidates must have current certification as law enforcement officer in North Carolina through the North Carolina Sheriff's\Criminal Justice Education and Training Standards Commission(s).

### **Preferred Education & Experience:**

- Bachelor's degree ideally in criminal justice, public administration, law enforcement, or a degree that may enhance your understanding of the legal, administrative, and operational aspects of law enforcement or an equivalent combination of training and experience required.
- Supervisory experience of 5-10 years of progressively responsible experience in law enforcement, with a focus on criminal investigations. Experience as a detective or in a supervisory role is highly valued.
- Prior experience in a supervisory or management role within a law enforcement agency, particularly in an investigative unit. This includes leading teams, conducting performance evaluations, and providing training and coaching.
- Experience leading or being actively involved in narcotics investigations, including working with confidential informants, coordinating undercover operations, and collaborating with local, state, and federal agencies.
- Organize and manage in-service training programs for the Tarboro Police Department, ensuring continuous professional development and mandatory training is completed each year in compliance with the North Carolina Criminal Justice Training and Standards Commission.
- Schedule and coordinate training sessions, staying current with evolving practices, laws, and technology.
- Familiarity with evidence management protocols, including the proper collection, documentation, storage, and handling of evidence, as well as conducting audits and ensuring chain-of-custody compliance.

### **Preferred Certifications:**

- Advanced Law Enforcement Certification through the North Carolina Sheriff's\Criminal Justice Education and Training Standards Commission(s).
- Executive law enforcement training (e.g. FBI National Academy, SMIP, FBI LEEDA, Administrative Officers Management Program, etc.) is highly preferred.

### **How to Apply:**

Submit your completed application to the Town of Tarboro; Attn: Human Resources; 500 N Main Street; PO Box 220; Tarboro, NC 27886. This position will remain open until filled. The Town of Tarboro is an Equal Opportunity Employer.