



Patrol Lieutenant

Chain of Command: Reports to Assistant Chief of Police

Classification: Exempt / Full-Time

Supervises: Patrol Sergeants and Patrol Officers

Position Purpose

The Patrol Lieutenant provides command-level supervision of patrol operations, ensuring the effective delivery of police services across all shifts. The Lieutenant is responsible for strategic deployment, shift performance, supervisory oversight, training compliance, and operational readiness. This position serves as the primary link between command staff and patrol personnel and is accountable for maintaining discipline, standards, and consistent enforcement practices.

Leadership Responsibilities

- Provide direct leadership to sergeants and ensure supervisory expectations are met.
- Establish operational priorities, address performance issues, and enforce departmental policy.
- Lead scenes involving major incidents, critical events, or tactical coordination until relieved by command staff.
- Evaluate shift performance, productivity, community engagement, and officer conduct.
- Represent the Patrol Division in meetings with command staff, city officials, and community groups as assigned.

Essential Duties and Responsibilities

Patrol Operations Management

- Oversee daily patrol operations across all shifts, ensuring adequate staffing and resource deployment.

- Review and approve supervisory reports, case files, use-of-force documentation, and administrative records.
- Ensure consistency in enforcement, professionalism, and customer service across the division.
- Track crime trends, identify problem areas, and implement patrol strategies or special assignments.

Supervisory Oversight and Personnel Management

- Supervise Sergeants and ensure proper supervision of patrol officers.
- Conduct performance evaluations, corrective-action processes, and coaching for supervisors.
- Participate in hiring, promotional processes, and leadership development.
- Conduct or oversee administrative inquiries as directed by the Assistant Chief or Chief.

Training and Compliance

- Ensure officers and supervisors maintain required certifications, training hours, and policy updates.
- Identify operational deficiencies and coordinate corrective training with the Administrative Lieutenant or Training Coordinator.
- Maintain readiness for critical incident response, field operations, and disaster deployment.

Community and Interagency Coordination

- Support community relations initiatives and ensure patrol personnel engage constructively with residents and businesses.
- Coordinate with surrounding agencies for mutual aid, joint operations, or regional task forces.

Administrative Responsibilities

- Maintain division schedules, overtime management, resource allocation, and operational reports.
- Assist command staff with statistical analysis, crime data review, and council-level reporting.
- Ensure fleet readiness, equipment accountability, and adherence to department standards.

Minimum Qualifications

- TCOLE Peace Officer License in good standing.
- Minimum 5 years of law enforcement experience, including supervisory experience.
- Demonstrated leadership ability
- Valid Texas Driver's License.
- Must meet departmental standards for assignment to a command-level position.

Knowledge, Skills, and Abilities

- Strong command presence with ability to direct personnel during complex and high-risk incidents.
- Knowledge of patrol operations, supervisory practices, critical incident management, and departmental policy.
- Ability to manage multiple supervisors, shifts, and competing operational demands.
- Strong communication, documentation, and organizational skills.
- Ability to build and maintain effective working relationships across divisions and agencies.

Licenses / Certifications

- TCOLE Advanced or Master Certification strongly preferred.
- Supervisory and leadership training (FBI-LEEDA, Command/Leadership courses) preferred.

Physical Requirements / Working Conditions

- Work involves responding to emergency incidents, crime scenes, and extended operations.
- Subject to high-stress situations, long hours, and call-outs.
- Must maintain physical and mental readiness appropriate for command-level field response.

Additional Requirements

- Required to serve during emergencies, disasters, or critical incidents.
- Regular attendance and availability are essential.

Disclaimer

This job description outlines the primary duties of a Patrol Lieutenant and may be modified as needed to meet the operational needs of the Brookshire Police Department.