

## JOB ANNOUNCEMENT

### FULL-TIME POLICE OFFICER POSITION WENHAM POLICE DEPARTMENT

Date of Posting: May 12, 2025

*The Town of Wenham is an Equal Opportunity Employer*

*The Wenham, Massachusetts, Police Department is a Non-Civil Service Police Department currently seeking to fill a full-time Police Officer vacancy. We are actively seeking certified police officer candidates, as well as non-certified applicants who are highly motivated, self-disciplined, and eager to work in a professional police department that embraces a community policing philosophy.*

*The Wenham Police Department is a progressive, community-oriented, professional law enforcement agency dedicated to serving and protecting a population of more than 5,000 residents. We pride ourselves on fostering strong community relationships, promoting public safety, and maintaining the highest standards of professionalism and integrity.*

*The Town of Wenham is located in Essex County on the picturesque North Shore of Massachusetts. Known for its rich history, scenic beauty, and small-town charm, Wenham offers a welcoming community atmosphere. The town is served by the Hamilton/Wenham MBTA commuter rail station, providing convenient access to Boston and surrounding areas. Wenham boasts a variety of local attractions and businesses, including the renowned Wenham Museum, which showcases the town's historical heritage. The town is also home to Gordon College, a prestigious Christian liberal arts college, and the historic Plat du Jour at the Wenham Tea House, a beloved local establishment offering a unique dining experience.*

*With its blend of historical significance, educational institutions, and community-focused amenities, Wenham provides an exceptional environment to work as a law enforcement officer. Come join our team and become a part of a department committed to excellence and community engagement.*

**DUTIES:** A Police Officer for the Town of Wenham performs all law enforcement duties, protecting life, property, and the civil rights of individuals. Primary duties include patrol; motor vehicle / traffic enforcement, criminal law enforcement, assist with medical emergencies, investigations, interacting with citizens to provide service and render assistance; and preparing and completing official records, reports, and other paperwork documenting incidents for use in prosecution. A Wenham Police Officer is responsible for responding to emergency and non-emergency calls for service received by the North Shore Regional-911 Communications Center, ensuring the safety and security of the citizens, businesses and property of the Town. Wenham Police Officers are responsible for adhering to all department policies and procedures, as well as the rules and regulations and other written directives relevant to the operation of the Wenham Police Department. Officers patrol an assigned area for the purpose of crime prevention and law enforcement and perform ALL the essential job functions of a police officer.

**NOTE:** Along with a competitive salary package, the Wenham Police Department offers a wide variety of excellent benefits to include: a 4 / 2 split shift schedule (2 midnight shifts and 2 evening shifts), shift differential pay of 8%, education incentive (equivalent to full Quinn Bill. I.E. a bachelor's degree in a Criminal Justice related field pays 20%), competitive Health Insurance, vacation weeks, along with 3 personal days, sick time accumulated monthly, no use-of-sick time incentive, an annual clothing allowance of \$1150.00, as well as other benefits and incentives available upon request.

### ENTRANCE REQUIREMENTS

1. **Education/Experience Requirement:** Candidates are preferred to have successfully completed and graduated from a Massachusetts Municipal Police Training Council (MPTC) Basic Full-Time Police Officer Academy, in accordance with M.G.L. Chapter 41, section 96B. An associate's degree or higher in Criminal Justice or related field preferred, or two (2) years of active military with a GED or High School Diploma, however, as of the date of appointment, applicants MUST have a minimum of a:
  - **High school diploma or equivalency certificate approved by the State Department of Education.**
2. **Age Requirement:** Applicants must be at least twenty-one (21) years of age by the date of official appointment.
3. **Qualified Candidates:** Email a cover letter and your resume to: Deputy Chief Jason Lucontoni  
Email: [jluccontoni@wenhamma.gov](mailto:jluccontoni@wenhamma.gov)
  - a. Please direct all questions regarding this position to Deputy Chief Jason Lucontoni @ 978-468-5500 Ext. 8

- b. *Please Note: All applicants are responsible for checking their emails and/or logging into a third-party App the department chooses to monitor for emails, scheduling and process updates.*

### **Selection and Hiring Process Overview**

Once the position is posted and applications have been received, the hiring process will begin. The Chief of Police will review all of the applicants' cover letters and resumes to determine which of them meets the qualifications set forth in the job posting. Those qualified will be processed following the steps outlined below.

1. Notification of selection.
2. Oral board with a panel consisting of officers of the Department and a civilian.
3. A written exercise may be conducted on the date of the oral board panel.
4. Finalists will be chosen and ranked.
5. A one-on-one interview with a background investigator, to include Massachusetts Peace Officer Standards and Training Commission questionnaire.
6. An extensive background investigation will be conducted.
7. Successful candidate(s) chosen and will have a final interview with the Chief of Police.
8. A completion of a medical and psychological exams.
9. Candidates must attend and successfully graduate from the Commonwealth of Massachusetts Municipal Police Training Committee (MPTC) Basic Recruit Officer Academy (or eligible for a Permanent Exemption by the MPTC). They must 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.
10. Successfully complete the Field Training program.

**\*Medical and Psychological Exam:** Qualified candidates are required to pass a medical examination and a psychological evaluation, before appointment as a full-time Police Officer for the Town of Wenham.

### **FULL-TIME POLICE OFFICER – WENHAM POLICE DEPARTMENT - APPLICATION DEADLINE:**

**Character:** All candidates must be eligible to meet the requirements as set forth by Massachusetts Peace Officer Standards and Training (P.O.S.T.) Commission. Also, no person who has been convicted of a felony shall be appointed as a police officer. A candidate may be disqualified for evidence of character clearly unsuited for police services. The Wenham Police Department conducts a comprehensive background check as part of the selection process.

**Firearms Permit:** Candidate(s) must be able to obtain a valid Massachusetts firearms permit (LTC) to qualify to be a police officer.

**Driver's License:** Candidate(s) must have a valid U.S. state driver's license prior to appointment.

**Contract:** Candidate(s) will be required to agree and sign a three (3) year employment contract with the town.

**Wenham Police Department: 978-468-5500**