



TOWN OF POSEYVILLE

38 W. Main Street • PO Box 194 • Poseyville, Indiana 47633

Phone: 812.874.2211

Position Type:

Town Marshal

Date Posted

08/31/2026

Location:

Town Hall
38 W Main Street
Poseyville, IN 47633

Reports To:

Town Council

Nature of Work

The Town Marshal serves as the chief law enforcement officer of the town, responsible for maintaining public safety, enforcing laws and ordinances, and fostering community trust. This role is especially vital to Poseyville where the Marshal may be the most visible and accessible law enforcement presence.

Classification:

Typically scheduled for 40 hours weeks. The Town of Poseyville offices are open from 8:30 am to 4:00 pm, Monday through Friday. This position does require work outside these hours and on the weekends, including working festivals and other events.

Position Requirements:

- Minimum age: 21 years
- High school diploma or GED
- Valid Indiana Driver's License
- Must be physically fit to handle stressful and dangerous situations associated with police work and successfully perform the essential functions of this job. While performing the duties of this job, the Marshal is frequently required to stand, walk, sit, climb, stoop, kneel, crouch, or crawl. Must regularly be able to lift and/or move up to 25 pounds and occasionally lift and/or move over 50 pounds.
- Must live within 20 miles radius of Poseyville.
- If not already a certified Indiana Police Officer, must successfully complete a Pre-Basic class within two months of appointment, unless granted an extension by the Town Council
- Be certified by the Indiana Law Enforcement Training Board (I.C. 5-2-1-1) within one year of assuming office, unless an extension is granted by Indiana Law Enforcement Training Board.
- Prior experience in policing or public safety is preferred, but not required.
- Basic computer software skills required.

- Strong communication and leadership skills. Speak clearly and persuasively in positive or negative situations. Listens and gets clarification. Write clearly and informatively. Ability to respond to common inquiries or complaints from residents, regulatory agencies, or members of the business community.
- Displays willingness to make sound decisions. Exhibits sound and accurate judgment. Supports and explains reasoning for decisions. Includes appropriate people in decision-making process; Makes timely decisions.
- Ability to define problems, collect data, establish facts and draw valid conclusions.

Employment Factors

- 13 Paid Holidays
- Tiered Vacation Days Per Service Time
- Accumulated Sick Days
- Public Employee Retirement Fund
- Life Insurance
- Medical / Dental Insurance Optional
- Salary set by Town Council

Essential Job Functions

- Law Enforcement & Public Safety
- Monitor radio calls
- Supervise Deputies
- Enforce state laws and local ordinances
- Patrol town streets and public areas providing assistance to the general public
- Enforce traffic laws, investigate accidents, direct traffic and promote public safety
- Respond promptly to emergencies, disturbances, calls and complaints, and criminal activity. Respond to requests for service and assistance. Meet commitments.
- Arrest, ticket, or otherwise cite individuals committing crimes or misdemeanors
- Suppress breaches of the peace and maintains order
- Serve as chief enforcement officer for the town's civil ordinances

Administrative & Operational Duties

- Execute orders from the Town Council
- Maintain all town-issued vehicles, firearms, tasers, uniforms, duty gear, medical equipment and ammunition.
- Train and supervise deputy marshals and reserve officers, if applicable
- Follow the Town's policies and procedures. Complete administrative tasks correctly and on time, such as time sheets. Supports the Town of Poseyville goals and values.
- Serve legal processes issued by courts or the Town Council
- Prepare reports and attend council meetings to advise on public safety
- Authorized to appoint Deputy Marshals (with Council approval)

Community Engagement

- Conduct door checks of businesses
- Build relationships with residents and local organizations
- Provide education and outreach on safety issues

Interagency Collaboration

- Work with county and state law enforcement officers
- Assist other agencies when requested