

ENGLISHTOWN BOROUGH POLICE DEPARTMENT

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ENGLISHTOWN BOROUGH POLICE DEPARTMENT 2024 RECRUITMENT PROGRAM

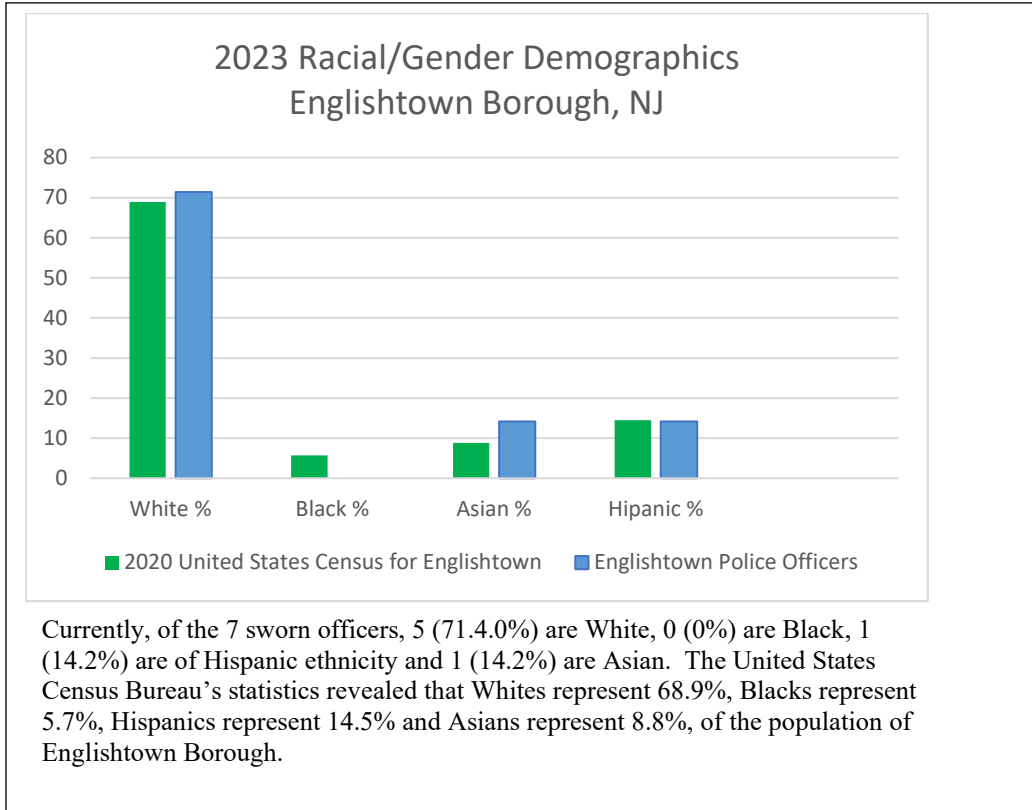
The primary goal of the Englishtown Police Department recruitment activities will be to attract qualified candidates for employment that will enable the department to work toward its long-range goal of employing a sworn workforce that reflects the diversity of the population of the community the agency is charged with protecting and serving, thereby making the police force more effective at promoting public safety. The standard for determining minority representation is based upon the most recent 2022 census data.

OBJECTIVES

Recruitment activities will be a department-wide responsibility and will occur year-round. All members of the agency play a crucial role in this especially important function and will have knowledge of the application process as well as the then current Recruitment Plan.

The Englishtown Police Department is tasked with putting a plan together to coordinate and document all of the agency's recruitment activities for the upcoming hiring process. On an annual basis, the Chief of Police or designee will conduct a written annual analysis and review of the Recruitment Plan to determine if the goals and objectives are being met and if not, what adjustments will be made.

2023 RACIAL DEMOGRAPHICS



ACTION PLAN

Any and all job announcements shall include that the Englishtown Police Department is committed to Equal Opportunity Employment.

The Englishtown Police Department shall ensure that following steps are taken in the recruitment of officers throughout the State of New Jersey:

1. Distribute the job announcement to all active New Jersey Police Academies.
2. Distribute the job announcement to members of the New Jersey Chiefs of Police Association and the County Chiefs of Police Association.
3. Distribute the job announcement through PoliceApp.com.
4. Post the job announcement on Department's website.
5. Forward the job announcement to the different civic and community groups within Englishtown Borough.
6. Forward the job announcement to area colleges and universities that have areas of studies and programs in criminal justice and criminal law as well as sociology.
7. Distribute recruitment related material when available. An effort shall be made to select officers who reflect the identified underrepresented groups, should those officers be interested in recruitment activities.

**ENGLISHTOWN BOROUGH POLICE
DEPARTMENT
RECRUITMENT PROCESS**

The hiring process will involve the following phases which occur in successive order: Written Examination (including establishment of the Candidate List), Interview, Conditional Offer of Employment, Background Investigation (including Medical and Psychological Examinations), and Formal Offer of Employment.

Candidate List

Applicants who successfully pass the written examination will be placed on a candidate list. Notifications of written examination results will be made to all applicants via the Englishtown Police Department and/or Policeapp.com.

Interview

The nature and duration of the interview will be determined by the Chief of police or Officer in Charge. Candidates will be notified of their respective interviews via the Englishtown Police Department and/or PoliceApp.com.

Conditional Offer of Employment/Background Investigation

After the interview process, and at the discretion of Chief of Police or Officer in Charge, a candidate may be given a conditional offer of employment. At that point, the candidate will be required to complete a background employment application which will be routed to the Investigations Division for a thorough background investigation. The candidate will also undergo an extensive Medical and Psychological Examination, under the direction of the Borough's Doctor.

Formal Offer of Employment

Upon successful completion of the background check and health examinations, the candidate can be given a formal offer of employment at the discretion of the Chief of Police or Officer in Charge. Upon acceptance of the offer, the candidate will be scheduled to be sworn-in as a police officer and enrolled in the next available academy or waiver class at the next available police academy within the State of New Jersey.