

RIVERSIDE TOWNSHIP POLICE DEPARTMENT RECRUITMENT PLAN

GOAL AND OBJECTIVES:

The goal of the Riverside Township Police Department Recruitment Plan is to attract qualified individuals to pursue a career with the Riverside Township Police Department. The objective is to achieve an overall racial and gender composition of the department in comparison to the service population of the township through the departments recruiting activities. This agency will make a good faith effort to meet specific goals for recruiting a diverse workforce, in terms of people of color and gender diversity. The goals and objectives will be accomplished through various recruitment activities listed in the Recruitment Activities section of this plan.

GENERAL:

The Riverside Township Police Department is subject to the provisions of New Jersey Statutes Annotated 40A:14-118, et seq. and municipal ordinance in all facets of the recruitment and selection process. The Riverside Police Department recruits from a candidate pool open to all residents of Riverside Township, but in the absence of any qualified township residents, out- of-township applicants can be considered. The Riverside Police Department seeks its applicants from several potential applicant pools:

1. When necessary, the township will accept applicants from other law enforcement agencies; or
2. When necessary, accept existing PTC certified officers who have been laid off from other law enforcement agencies pursuant to NJSA 40A: 14-180, et seq.
3. When necessary, accept applicants as part-time officers who, if qualified, may be hired and trained to be employed as Class II Officers with the Riverside Township Police Department.

Riverside Township is an equal opportunity employer in all facets of the personnel process.

CURRENT DEMOGRAPHICS of RIVERSIDE TOWNSHIP:

<u>Data is based on the 2020 Census Count:</u>	<u>POPULATION</u>		<u>CURRENT SWORN OFFICERS TOTAL</u>		<u>CURRENT SWORN OFFICERS FEMALE</u>	
	<u>#</u>	<u>%</u>	<u>#</u>	<u>%</u>	<u>#</u>	<u>%</u>
<u>WHITE</u>	5,028	62%	17	90%	1	5%
<u>AFRICAN AMERICAN</u>	624	7%	1	5%	0	0%
<u>AMERICAN INDIAN / ALASKAN NATIVE</u>	44	< 1%	0	0%	0	0%
<u>ASIAN</u>	106	1.3%	0	0%	0	0%
<u>NATIVE HAWAIIAN OR PACIFIC ISLANDER</u>	6	< 1%	0	0%	0	0%
<u>SOME OTHER RACE ALONE</u>	998	12.5%	0	0%	0	0%
<u>POPULATION OF TWO OR MORE RACES</u>	1,197	15%	1	5%	0	0%
<u>TOTAL</u>	8,003	100%	19	100%	1	5%
<u>HISPANIC</u> (Of Any Race)	1,407	17%	1	5%	1	5%

ACTIVITIES:

Activity #1: When necessary, recruit females and underrepresented minority candidates to apply for the position of police officer with the Riverside Police Department.

Activities include, but are not limited to:

- Draft, print, and distribute informational brochures to areas/organizations that may attract qualified candidates to the agency.
- Make maximum use of the Riverside Township Police Website to attract qualified candidates to the agency.
- Utilize officers with diverse backgrounds in police promotional materials to encourage females and underrepresented minority candidates to apply.
- Participate in career day activities at Rowan University and local schools, fairs, etc.
- Promote upcoming civil service examinations.
- Host an “open house” at the Riverside Township Police Department prior to the exam, to mentor potential applicants about the testing process, available prep courses, reasons for disqualifications, fitness preparation for academy, guidance on examination registration and free Wi-Fi.

Activity #2: Advertise on the Riverside Township Police Department’s Facebook page and other social media platforms, as well as any other appropriate media market, for persons meeting eligibility requirements.

Activity #3: When necessary, identify law enforcement agencies that have or are considering reducing their sworn workforce for reasons of economy for the purpose of attempting to attract minority and female officers to the department.

Activities include, but are not limited to:

- Send recruitment brochures to these agencies to stimulate interest in a career with the Riverside Police Department.
- Advertise potential openings on various law enforcement-related Websites (e.g., New Jersey Women in Law Enforcement, New Jersey Latino Officers Association, NOBLE, etc.)
- Hang recruitment posters and distribute brochures in local businesses.
- Make maximum use of the Riverside Township Police website to attract qualified candidates to the agency.

DESIGNEE:

The Chief of Police is designated as the person responsible for implementation of this recruitment plan. The Chief of Police may delegate certain tasks and responsibilities at his discretion.

ANNUAL REVIEW, EVALUATION AND REPORTING

- The Chief of Police, or designee, shall conduct an annual review of the Recruitment Plan and shall include, but not limited to, performing an annual agency demographic review, determining whether any substantial disparities have been reduced, and if need be, revising the Recruitment Plan accordingly if the goals and objectives are not met.
- N.J.S.A. 52:17B-4.10 et seq requires that each law enforcement agency must report certain law enforcement applicant data annually by January 31st for the preceding year. The data required to be reported is listed in the New Jersey Attorney General Guideline “Promoting Diversity in Law Enforcement Recruiting and Hiring” in Paragraph III.

<https://www.nj.gov/oag/dcj/agguide/directives/ag-Guidelines-Diversity-in-LE-Recruitingand-Hiring.pdf>

- The reporting form can be found at:

<https://www.nj.gov/oag/dcj/agguide/directives/Appendix-A.xlsx>

