

Smith Township Police Department



2022 Strategic Recruitment Plan For Sworn Law Enforcement Positions

Smith Township Police Department

846 North Johnson Road

Sebring, Ohio 44672

330-938-2807

smithwppd@sbcglobal.net

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Strategic Recruitment Plan

2022

INTROCUCTION

This recruitment plan is designed to recruit for sworn law enforcement officers that want to work for a small police department in Smith Township, Mahoning County, Ohio.

DEPARTMENT OVERVIEW

Smith Township is in the Southwestern part of Mahoning County, Ohio. The township is about 32 square miles, and the last census population was 4,259.

EQUAL EMPLOYMENT OPPORTUNITY

Smith Township Police Department provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, religion, sex, national origin, age, disability, or marital status in accordance with applicable federal and state laws.

This policy applies to all terms and conditions of employment, including, but not limited to, hiring, placement, promotion, termination, layoffs, leave of absence, compensation, and training.

Smith Township Police Department Sworn Demographics

Job Classification	W/M	W/F	AA/M	AA/F	H/M	H/F	O/M	O/F	TOTAL
Chief	1								
Sergeants	2								
Detective	2								
FT Officer	2								
PT Officer	2	1			1				

Agency Sworn & Community Demographics

	Male	Female
Smith Township P.D.	7	2
Community	2,087	2172
Projected Know Sworn Openings		

No Full-time openings currently

We do have 2 part-time sworn officer openings

Recruiting Objective

To maintain an ethnic, racial, and gender workforce composition in the sworn law enforcement ranks in approximate proportion to the makeup of the available workforce in the agencies service area.

Plan of Action

1. There are numerous OPOTA Academies in Mahoning, Stark, Portage counties and the Chief and Sergeant is going to establish a network with each Academy.
 - 1.1 Chief will assign to himself and Sergeant what academy to contact.
 - 1.2 Assignments will be equal.
 - 1.3 Quarterly Contact with each Academy via email, phone or onsite.
2. Update recruiting materials highlighting a combination of service, benefits, and The adventures of being a Smith Township Police Officer.
 - 2.1 Update recruiting brochures and pamphlets.
 - 2.2 Update recruiting and display board.

2.3 Produce a Facebook recruiting page, and departments website and applicable job fairs attended by Chief and Sergeant.

2.4 Update recruiting website and internet presence.

2.5 Ensure material depicts both women and minorities in law enforcement roles.

3. Increased emphasis in recruiting and selecting African-American, Hispanic, and female candidates to bolster the agency demographics in comparison to the available workforce. The department continues to be diligent in its efforts to raise the percentage of these groups.

3.1 The Chief and Sergeant through collaborative efforts will attend forums in an attempt to attract individuals to apply for employment with the Smith Township Police Department.

4. Expand recruiting efforts beyond local police academies to include more colleges/universities and other venues in an attempt to attract viable law enforcement candidates and those of the targeted groups.
5. Create and foster relationships, both with those inside and outside of the community, who represent the targeted groups.
 - 5.1 Work collaboratively in identifying individuals who meet the character and Qualifications of being a Smith Township Police Officer.
 - 5.2 Work collaboratively with the community in participating in a recruiting Drive.
6. Continue to explore recruit opportunities of military veterans separating from active duty.
 - 6.1 Coordinate recruit visits with military posts or bases as part of job Replacement efforts by the Department of Defense.
 - 6.2 Look to advertise on various websites that offer assistance to Veterans, i.e. Military.com, Vet.Jobs.com, usajobs.gov/Veterans, etc.

PLAN ADMINISTRATION

The recruiting and selection involve a collaborative effort between the Smith Township Trustees, and the Chief of Police.

When the Chief of Police needs to fill the position vacancy of police officer, the Chief of Police advertises the job and application process, the qualifications and disqualifiers, necessary documents required before cutoff date of application to be received. The Chief of Police then reviews the applications.

Applications are not to be rejected because of minor omissions, or deficiencies that can be corrected prior to the interview processes.

Chief of Police or Sergeant – Processing includes a rigorous background investigation, psychological test, medical examination, and interview.

All applicants are required to have successfully passed the State of Ohio OPOTA Certification Exam prior to beginning employment as a sworn police officer.

The final selection of applicant to be hired, rest with the Smith Township Trustees who receives a letter of recommendation from the Chief of Police.

The Chief of Police will be responsible for evaluating process toward achieving each of the stated goals and objectives noted in the plan and will evaluate the plan annually by the end of each colander year.

The evaluation process will focus on the ability to meet the goal of maintaining a workforce in approximate proportion to them makeup of the community's workforce and determine efficiency and selection processes for keeping sworn vacancy rates as low as possible.

Recruitment Poster

Smith Township Police Department

846 North Johnson Road, Sebring, Ohio 44672

Paid Holidays

Paid Sick Days

Insurance Plans, Health/Eye/Dental

Uniform Allowance



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Visit us on Facebook and smithtownship.net/police

Qualification needed

1. High school diploma or GED
2. Ohio basic law enforcement certificate – be OPOTA certified.
3. Must possess a valid OHIO drivers license
4. Must possess an acceptable driving record.
5. Must have a personal record free of certain misdemeanor convictions*or any felony convictions.
Records will be deemed discretionary and based on mitigating circumstances.
6. Must be able to complete field training including but not limited to methods, procedures and techniques of law enforcement work.
7. Applications available at Smith Township Police Department.