

A CAREER WITH THE PLAISTOW POLICE



Town of Plaistow Police Department

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The Town of Plaistow is an equal opportunity employer. Any discrimination against any person in recruitment, examination, appointment, training, promotion, retention, or any other personnel action, because of political affiliation, race, creed, color, national origin, age, sex, handicap, or any other non-merited factor, shall be prohibited except where such factor is a bona fide occupational requirement.

Core Values of the Plaistow Police Department

Integrity, Dedication, Professionalism, Teamwork, Vision, Trust, and Community.

MISSION STATEMENT

The mission of the Plaistow Police is to protect our residents and all those who pass through our town. This goal will be achieved by forming and maintaining positive and informative relationships with the community to improve the quality of life and safety for future generations through establishing high standards of impartial and professional law enforcement.

This mission is no different than any other New England police agency. We strive to serve the public in the most efficient and economical way. Our Police Department

must be extremely efficient in routine operations to ensure sufficient time is available to handle major investigations and conduct community-based programs.

The expectations that citizens have of a police department are high and, as a department, we shall endeavor to maintain a high standard. We shall be cautious, yet optimistic, while being polite, courteous, and professional in all our dealings. We must strive not to overlook any details while being cognizant of our time and funding constraints and taking steps to ensure that we protect and serve the citizens and the many visitors to our town.

To meet challenges, we must maintain high standards, conform to legal restrictions, train, and re-train, and broaden our perspectives as we prepare for the future. Rapid changes in the law, technology, and social pressures make it necessary for us to focus a great deal of time on details and court preparations, always being sympathetic to both the accused and the victim(s) in criminal cases.

We endeavor to operate a uniformly organized department that truly represents a professional image of the town of Plaistow. All enforcement operations are conducted in a safe, efficient, and economical manner, while showing respect, compassion, and understanding for all. We look at the whole picture while addressing individual issues and considering the effects of our actions and operations on other municipal and state services. We strive to assist and serve everyone in need.

As a department, we must train all personnel in every aspect of the mission and ensure the supervisory personnel are skilled and trained to meet current and future demands of supervision and management. We strive to have a system of evaluation, internal compliance and audit that constantly reviews procedure and operation, thus ensuring compliance and effectiveness. Further, it is our responsibility to develop programs and procedures that mirror society; we must

be ever vigilant to the needs of the handicapped and the resources available to them. The department, while striving to meet these goals, must be professional enough to recognize and admit errors and to take the necessary steps to avoid their recurrence. Lastly, but most importantly, we must earn the title "professional." We must be bold enough to eliminate bias, cynicism, bigotry, and the ever-present omni defensive (we/them) attitude of law enforcement personnel in the daily performance of their duties.

With acknowledged respect to the divergent lifestyles and cultures present in any societal structure, the police must be able to protect processes and rights, encompassing freedoms of elections, speech, and assembly.

The department's main objective is service and safety within the community.

As an employee of the Plaistow Police Department, you will be called upon to function within a society that generally chooses not to crave your presence. You may be vested with significant authority, powers of arrest, search, and detention. You may be called upon to use force, when unequivocally imperative, to take a human life. And when you perform your duty as demanded by society, you will be questioned, and challenged.

Proficiency of operation demands the Plaistow Police Department maintain a semi-military structure. The Plaistow Police Department must encompass its own order of internal discipline and strategy of command suited to the unique status and execution of its mission. Performance in your duties requires sensitivity, maturity, discipline, wisdom, comprehension, discretion, kindness, empathy, physical strength, and personal sacrifice. The list is voluminous without finale. We, the members of the Plaistow Police Department, swear to uphold the laws of this Town, this State, this Country. We pledge to serve the citizens of Plaistow, aid the victims of crime, and faithfully and professionally administer justice in the community.

APPLICATION PROCESS

There is a uniform method of accepting, screening, and processing applicants for positions in the Plaistow Police Department. Any person desiring consideration may apply for a current or projected vacancy in the department on the standard application form which may be available online, in writing, or in person. Applications will be accepted at any time. However, if a closing date has been established, any form received subsequently will not be processed until the next testing procedure.

Screening Methods: Applicants are screened to validate their suitability for the position desired. No person shall be approved for permanent employment in the police department if they have not completed the required steps in the process. A waiver of any section of the process may only be granted by the Chief of Police. These procedures are designed to ensure that final candidates for a position in the department can perform all the essential elements of the job description for the position offered. For this reason, the screening process is designed to meet the criteria of the Americans with Disabilities Act and to bring a smaller group of candidates to a point in the process where they may be offered a "Conditional Offer of Probationary Employment," subject to completion of other examinations consistent with the position requirement.

Civilian Personnel:

- Preliminary Application for Employment
- Written Examination (Optional by employer)
- Reading Comprehension/Writing Skills Examination (Optional by employer)
- Professional Review Board
- Conditional Offer of Probationary Employment
- Candidate Screening Survey
- Background Investigation
- Oral/Written Psychological Examination
- Polygraph Examination
- Medical Examination
- Department On-Site Review

Sworn Law Enforcement Personnel:

- Preliminary Application for Employment
- Written Examination (Optional by employer)
- Reading Comprehension/Writing Skills Examination (Optional)
- Professional Review Board
- Physical Agility Testing
- Conditional Offer of Probationary Employment
- Candidate Screening Survey
- Background Investigation
- Oral/Written Psychological Examination
- Polygraph Examination
- Medical Examination
- Department On-Site Review

Testing Periods: Persons who successfully complete all phases of this process may be considered for a position (as available) for a period of one year from the date of the initial application. Candidates not selected in this one-year period will have to submit a new application. The department may determine that it is necessary to conduct another testing process during the above one-year timeframe and may also consider successful candidates from this process for available openings along with previous candidates.

Definitions

Written Examination:

A multiple question/answer exercise designed to evaluate the ability to handle basic everyday skills.

Physical Agility Test:

A field test to have each applicant demonstrate their physical capabilities for the position. The minimum tasks and scores used in this test will be the NH PSTC entry physical agility testing process.

Written Psychological Test:

A series of validated written multiple answer questions designed to illustrate the applicant's psychological suitability for the position. The test, scoring, and the resulting recommendations will be provided by an outside specialist licensed to conduct such testing in the State of New Hampshire.

Professional Review Board:

A questioning and response program conducted by a multiple-person review board designed to have the candidate demonstrate their suitability for the position by possible role-playing exercises.

Background Investigation:

An intensive investigation by a member of the police department to determine the candidate has not had any serious infractions of the laws, rules, or employer's policies. The officers conducting the investigation will interview employers, friends, family, references, and neighbors, as well as search the financial, medical, and governmental records of the candidate. A candidate is required to fully and factually complete a debarment provided form that gives the written data required for this investigation. Candidates will also be required to sign a Background Investigation Waiver Form that will allow us access to any information necessary to conduct a thorough background investigation.

Polygraph Examination:

A pre-employment polygraph test administered by an independent polygrapher to validate the candidate's truthfulness in the screening process and prior history.

Psychological Examination:

A clinical interview with the department's consulting psychologist who evaluates each candidate's personality for the suitability of the position.

Physician's Examination:

An in-office, complete physical examination by the department's consulting physician designed to identify defects that may prevent the employee from fully performing the requirements of the position. The NH PSTC's minimum standard of acceptance is used as a guide by the consulting medical office. The exam will include a drug screen and tests to determine the presence of any communicable diseases.

Departmental On-Site Review:

A complete review with the Chief of Police regarding the results of the screening of the candidate(s), the suitability of the candidate(s) for the position, and the availability of positions. This phase may include an interview with the Chief of Police of the candidate(s).

All applicants for full-time positions must have a high school diploma, be twenty-one (21) years of age, have eyesight in both eyes corrected to 20/20 and have the physical well-being to complete all the manual tasks required of the position as desired. Candidates for Police Officer positions must be citizens of the United States, as required by NH PSTC. The Plaistow Police Department strongly encourages applicants for all positions to possess advanced education beyond high school.