

118. PROFESSIONAL DEVELOPMENT PROGRAM



RICHFIELD POLICE DEPARTMENT POLICY

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NOTE: This policy is for internal use only and does not enlarge an employee's civil or criminal liability in any way. It should not be construed as the creation of a higher standard of safety or care in an evidentiary sense, with respect to third party claims. Violations of this policy, if proven, can only form the basis of a complaint by this Department, and then only in a non-judicial administrative setting.

I. PURPOSE

It is the purpose of this policy to define the professional development program of this agency which is designed to improve the skills, knowledge and abilities of all personnel in order to successfully meet departmental tasks and objectives.

II. POLICY

The Department has an obligation to provide a professional standard of law enforcement service to the community. In fulfilling that responsibility, it is essential to develop and broaden employee skills. The ability of this agency to meet current and long range goals and objectives in an efficient and effective manner is largely dependent upon the level of skills, knowledge and ability members bring to their individual assignments, duties and responsibilities.

Therefore, it is the policy of this law enforcement agency to provide, to the degree possible, employees skills by providing them with wide range of professional development opportunities. Professional development opportunities will assist members in choosing, preparing, entering and progressing in agency job assignments and job specialties as well as individual professional growth opportunities that will promote production, efficiency and effectiveness in job performance and improve the overall level of job specification.

III. DEFINITIONS

PROFESSIONAL DEVELOPMENT (ASSIGNMENTS) OPPORTUNITIES

Where practical and eligible, sworn personnel will be given opportunities to be temporarily assigned to professional development assignments which are consistent with their career goals and interests, along with meeting Department goals and needs. These assignments provide officers career opportunities and a better understanding of their duties, responsibilities, skills, and abilities pertinent to these assignments and allow them to make informed career decisions.

Temporary work assignments are job assignments where an employee accepts an assignment at the request of the Department that requires the employee to work hours other than those the employee would be awarded based on seniority rights under the process of seniority bidding and are temporary work assignments as determined by the Chief of Police. Professional Development assignments are divided into three categories: Compensated Assignments (as determined by collective bargaining agreement), Non-Compensated Assignments and Instruction Assignments.

- Compensated Assignments include: Special Investigations Unit, School Liaison Officer, Crime Prevention Officer, Investigations Officer, Canine Officer, Violent Offender Task Force Officer and Field Training Officer.
- Non-Compensated Assignments include: Traffic Safety Officer, Motorcycle Officer, Special Weapons and Tactics.

- Instruction Assignments are specialty instructor trainers who have received specialized training and instruction, in specialized areas or equipment, who train employees in proficiency in those areas to include: Firearms, Armorers, Use of Force, Explorers, Taser, Radars, etc.

ASSIGNMENT OF OFFICERS

To be eligible for an assignment, an officer must:

- Have completed 1 year of service with the Richfield Police Department.
- Meet satisfactory performance standards established for their regular duty assignment.

1) Selection Process

- Eligible officer(s) need to submit an "Assignment Request Form" to their immediate supervisor detailing their interest, qualifications and the assignment's applicability to their career goals and objectives.
- Immediate supervisor(s) must submit a recommendation/non-recommendation letter for the officer regarding the assignment.
- The Police Chief has the unilateral right to make, change, create or eliminate assignments.
- The Police Chief has sole discretion on determination of appointment including length of appointment and/or reappointment of the officer.

2) Assignment Duration

Officers assigned in any of the Department's "Professional Development Units", are not subject to a specific time period; however, the following factors will be considered throughout the duration of the assignment:

- Officer's performance/evaluations.
- The needs of the Department.
- The Police Chief's discretion.

By Order Of:



Chief of Police

Qualifications: _____
