



City of Urbandale
Reserve Police Officer

SALARY	\$0.00 Annually	LOCATION	Urbandale, IA
JOB TYPE	Part-Time	JOB NUMBER	24-Reserves-01
DEPARTMENT	Police	OPENING DATE	05/02/2024
CLOSING DATE	5/22/2024 11:59 PM Central		

Summary Description

The Urbandale reserve police officer is a volunteer law enforcement officer managed by the patrol division of the Urbandale Police Department. The reserve police officer is a highly dedicated and motivated individual who wants to serve the community by volunteering their time and effort through a law enforcement capacity.

The primary purpose of the reserve police officer is to provide the community with an auxiliary unit of trained, competent police officers. Reserve police officers supplement department personnel and can be used in the event of an emergency when manpower is critical.

The selection criteria to become a police reserve officer are the same as a full-time police officer. Reserve officers are required to perform to police standards, however, are part-time and compensated according to city code.

Routine Job Duties/Responsibilities

- Participates and successfully passes the required state certification program for reserve police officers and department field training in preparation to perform the following essential functions performed by police officers.
- Responds to calls for service regarding accidents, emergencies, crimes, threats, altercations and/or requests for aid.
- Provides information and assistance to the public and promotes good public relations.
- Interviews, interrogates and records statements from witnesses, suspects and victims.
- Identifies relevant facts and prepares written reports on incidents and cases assigned.
- Apprehends suspects by chasing suspects on foot, climbing over obstacles, physically subduing suspects and utilizing self-defense techniques.
- Interprets and enforces municipal, state and federal regulations, codes, laws, or ordinances, for the protection and education in assigned areas of the city.
- Assists in emergency situations, including, but not limited to: responding to fire and EMS calls; watching and reporting on potentially severe weather conditions, etc. Administers first aid to injured persons.
- Inspects and maintains all related law enforcement equipment.
- Establishes and maintains effective working relationships with other law enforcement agencies in matters relating to the apprehension of offenders and the investigation of offenses.
- Testifies in court, marks and stores evidence, apprehends suspects, and makes arrests as prescribed by law.
- Assumes personal responsibility for ensuring the duties of the position are performed in a safe, efficient manner.
- Performs other duties and responsibilities as assigned.
- Assures that the City's and the department's mission, goals and objectives are fully supported and initiated.

Periodic Job Duties/Responsibilities

- Court appearance and testimony when required.
- Assists in receiving, searching, booking, fingerprinting, and photographing prisoners.
- Traffic and spectator control functions for special events.
- Assist during disasters; man-made, natural, civil disturbances, special threat situations, mass arrests or other emergency/unusual occurrences.

Typical Qualifications

- High School Diploma or equivalent.
- Citizen of the United States and at least twenty (20) years of age on or before date of application. No felony convictions or convictions for crimes involving moral turpitude.
- Certification as an Iowa Reserve Police Officer within eighteen months of position
- Valid Iowa Driver's license

- Positions filled within the Urbandale Police Department require employees to reside within a 50 mile radius of the police department.

Supplemental Information

PLEASE READ ALL INFORMATION THOROUGHLY!!

Hours of work for the Reserve Police Officers are based on department need.

Post offer, pre-employment physical, drug test, and psychological evaluation are required.

Physical agility testing will be conducted on both **Thursday, June 6, 2024 and Friday, June 7, 2024**. The location of the physical agility test and scheduled test times will be made available to those meeting the minimum qualifications. Two testing dates are being offered to assist in scheduling and are not intended to give candidates an opportunity to re-test at a later date should anyone fail any component of the testing process.

Link ***HERE*** for details regarding the physical agility assessment. All Reserve Officer candidates will be asked to meet the minimal physical fitness performance requirements for the 60+ female standard as outlined. All applicants taking the Urbandale Police Department physical agility assessment must sign a release waiver of liability prior to testing. This waiver is provided to candidates invited to the physical.

All candidates passing the physical agility test will be invited to participate in onsite interviews with the Urbandale Police Department.

All candidate communication will be via the City's online career site: www.governmentjobs.com (Neogov). It is important that all candidates submit a valid email address in their application to receive information regarding all components of the selection process including testing locations, dates and test times. Candidates are also encouraged to choose to receive text message notifications to avoid missing important information about the recruitment process.

The City of Urbandale is committed to providing Equal Employment Opportunity for all employees and applicants of the City. No personnel decision or action shall be unlawfully influenced in any manner by consideration of an individual's race, sex, color, creed, religion, national origin, ancestry, age, disability, sexual orientation, gender identify, genetic information, or other characteristic protected by applicable state or federal laws. Persons with disabilities must submit requests for ADA accommodations related to the selection process to the Human Resources Department, in writing, prior to the application deadline.

Agency

City of Urbandale

Address

3600 86th St.

Urbandale, Iowa, 50322

Phone

515-278-3900

Website

<http://www.urbandale.org>