

MONTCLAIR POLICE DEPARTMENT RECRUITMENT PLAN

GOALS and OBJECTIVES:

The goal of the Montclair Police Department Recruitment Plan is to attract qualified individuals to pursue a career with the Montclair Police Department. The objective is to achieve an overall diversity 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 Montclair 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 Chief of Police is responsible for the Recruitment Plan.

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

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CURRENT DEMOGRAPHICS:

The demographics composition of the service area and agency are represented in the following table:

MONTCLAIR TOWNSHIP						
Data is based on the 2020 Census Count	POPULATION		CURRENT SWORN OFFICERS TOTAL		CURRENT SWORN OFFICERS FEMALE	
RACE / ETHNICITY	#	%	#	%	#	%
WHITE	22,593	55%	73	67%	5	5%
BLACK or AFRICAN AMERICAN	9,008	22%	23	21%	2	2%
HISPANIC - ANY RACE	4,304	11%	9	8%	3	3%
AMERICAN INDIAN OR ALASKA NATIVE	36	<1%	2	2%	0	0%
ASIAN	2,045	5%	2	2%	0	0%
NATIVE HAWAIIAN OR PACIFIC ISLANDER	11	<1%	0	0%	0	0%
SOME OTHER RACE ALONE	444	1%	0	0%	0	0%
POPULATION OF TWO OR MORE RACES	2,480	6%	0	0%	0	0%
TOTAL	40,921	100%	109	100%	10	9%

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RECRUITMENT ACTIVITIES:

Activity #1:

Identify and maintain contact with local minority organizations and social support groups including, but not limited to educational, religious, ethnic, racial, and gender-based organizations.

Activities include, but are not limited to:

- Provide recruitment brochures and materials to educational, religious, ethnic, racial, gender-based, and fraternal organizations.
- Attend career fairs at local colleges and universities, and military recruitment events.
- Draft, print, and distribute informational brochures that may attract qualified candidates to the agency.
- Make maximum use of the Montclair municipal website to attract qualified candidates to the agency.
- The following information should prove useful when participating in recruitment activities:
 - Recruitment/informational brochures
 - Agency organizational chart
 - Current contractual agreements
 - Training catalog websites
 - Demographic data
 - General Employment Application website

Activity #2:

Advertise on Policeapp.com, the Montclair 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:

Solicit interested candidates from the local police academies who are enrolled or graduates of the Alternate Route Officer Training program.

Activity #4:

When applicable, contact the State of New Jersey Civil Service Commission and obtain the "Rice list" of eligible officers who were laid off from other jurisdictions.

Activity #5:

Solicit town residents interested in becoming a Montclair Police Officer.

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Activity #6:

Solicit Township Employees interested in becoming a Montclair Police Officer.

Activities include, but are not limited to:

Conducting interviews with eligible laid off officers to employ such officers as to meet the agency's recruiting goals.

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-Recruiting-and-Hiring.pdf>

- The reporting form can be found at:

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