

DAVIS POLICE DEPARTMENT

Collateral Assignments Cadet/Explorer Coordinator

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Assistant Cadet/Explorer Coordinator

COORDINATOR

Duties of Coordinator

The coordinator is responsible for the overall coordination of the Cadet/Explorer Program and any assistant coordinators. Oversee recruitment, selection, appointment, training, meetings, personnel records, disciplinary action, and assignment of Cadets/Explorers.

The Coordinator serves at the pleasure of the Police Chief.

Minimum Requirements

Full-Time member who is off probation at time of appointment.

Application Process

Upon notice of vacancy, qualified personnel may submit a letter of interest to Professional Standards, which includes; time in law enforcement, previous specialty assignments, and any special knowledge possessed which may benefit the program. Applicants who meet the minimum requirements may be interviewed for the position.

The Police Chief, or their designee, will make any appointment to this position.

ASSISTANT COORDINATOR

Duties of Assistant Cadet Coordinator

Assistant cadet coordinators may be responsible for any one or more of the following assignments:

1. Recruitment, selection, and conducting interviews of candidates.
2. Training, conducting meetings, and providing guidance to cadets.
3. Maintaining records, speaking to the parents of cadets about planned events or duties, and participate in planned cadet events.
4. Provide supervision to cadets during their work assignments.
5. Coordinate cadet ride-a-longs.

An Assistant Coordinator serves at the pleasure of the Police Chief.

Minimum Requirements

Full-time member who is off probation at time of appointment.

Application Process

Upon notice of vacancy, qualified personnel may submit a letter of interest to Professional Standards, which includes; time in law enforcement, previous specialty assignments, and any special knowledge possessed which may benefit the program. Applicants who meet the minimum requirements may be interviewed for the position.

The Police Chief, or their designee, will make any appointment to this position.