

SECAUCUS POLICE RECRUITMENT PLAN

GOALS and OBJECTIVES:

The goal of the Secaucus Police Department Recruitment Plan is to attract qualified individuals to pursue a career with the Secaucus Police Department. The objective is to achieve an overall racial and gender composition of the department in comparison to the service population of the Town through the department's 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 Secaucus Police Department is subject to the provisions of New Jersey Statutes Annotated 40A:14-118, et seq. and Town Ordinances in all facets of the recruitment and selection process. The Secaucus Police Department recruits from a candidate pool open to all residents of New Jersey.

Secaucus is an equal opportunity employer in all facets of the personnel process.

CURRENT DEMOGRAPHICS:

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

TOWN OF SECAUCUS DEMOGRAPHICS CHART						
Data is based on the 2020 Census Count	POPULATION		CURRENT SWORN OFFICERS TOTAL		CURRENT SWORN OFFICERS FEMALE	
RACE / ETHNICITY	#	%	#	%	#	%
WHITE	8,760	39.5%	59	74.68%	4	5.07%
BLACK or AFRICAN AMERICAN	922	4.15 %	3	3.80%	0	0%
HISPANIC - ANY RACE	4,700	21.1%	13	16.46%	0	0%
AMERICAN INDIAN OR ALASKA NATIVE	23	0.10%	1	1.27%	0	0
ASIAN	7,167	32.3%	2	2.53%	0	0%
NATIVE HAWAIIAN OR PACIFIC ISLANDER	3	0.01%	0	0.00%	0	0%
OTHER	632	2.85%	4	1.27%	0	0%
TOTAL	22,181	100%	79	100%	4	5.07%

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I. RECRUITMENT ACTIVITIES

- A. The best law enforcement recruiters are personnel currently serving in sworn positions. Therefore, every member is charged with actively recruiting individuals they feel are qualified with the potential to be an asset to the police department. The Chief of Police is responsible for the administration of the Recruitment Plan.
- B. This agency will take a proactive role in programs intended to attract qualified people to apply for and take the Police Officer Entrance Exam. These programs include, but are not limited to:
- Establishing and maintaining contacts with police academies, community organizations and educational institutions and providing recruitment materials for display and distribution;
 - Participation in career day type programs at educational institutions and other public places and events;
 - Posting Police Officer Entrance Exam announcements on the Town website, department's website and social media account and in local newspapers.
 - Employment brochure will be placed on the department's website and social media account
 - Recruitment video will be placed on the department's website and social media account.
- C. Particular attention should be paid to attracting candidates in approximate proportion to the racial, ethnic, and gender composition of the available workforce in the Town.
- D. Personnel assigned to recruitment activities at career day and similar events and programs will be provided with information so that they are knowledgeable in those matters as they pertain to agency management and operation. Those topics include, but are not limited to:
- Career opportunities
 - Salaries, benefits, and training
 - State hiring guidelines
 - Community information
 - Cultural diversity
 - Qualification and selection process
 - Physical and academic requirements
- E. The following information should prove useful when participating in recruitment activities:
- Recruitment/informational brochures
 - Agency organizational chart

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- Current contractual agreements
- Training catalogs
- Demographic data
- Police Officer Entrance Exam Announcement
- General Employment Applications

II. 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>