



VOLUNTEER OPPORTUNITY

Position Open: Monday, July 7, 2008, until sufficient applications received.

Position Title: PATROL SUPPORT VOLUNTEER

Department/Division: Police Department

Worksite Address: Any Patrol Substation (Dobson, Central, Red Mountain, Superstition)

Hours/Week: 4 hours per week - Choose your shift!

Days of Work Week: Program operates 24/7 out of all our Patrol Substations - volunteer may select days, time, and substation.

Purpose: To provide specialized assistance to Patrol in support of their daily functions

Position Description: Primary job duties will include: 1) patrolling for on-view suspicious activity, which will be reported to Communications via radio; 2) supporting the Burglary Reduction Program by contacting residents at homes with garage doors left open; 3) supporting the Theft Reduction Program by parking squad car prominently in front of stores, walking through the store to be a visible deterrent to theft, and making courtesy contact with merchants; 4) providing visible police presence near schools during the hours that students travel to and from them; 5) providing traffic direction at accident scenes and as requested by Patrol; 6) providing supplies to Patrol as requested (water, flares, traffic cones, etc.); 7) related duties as requested by Patrol or District Coordinators. Volunteer will receive information prior to beginning each shift from Crime Analysis personnel regarding recent crime trends in that district and specific goals for the shift. Volunteer may work individually or with a partner on day and swing shifts; volunteer must work with a partner on the graveyard shift. Volunteer will be able to receive direction in the field from any on-duty Patrol Sergeant or Lieutenant.

Qualifications: Successful completion of the following MPD training components: 1) traffic direction; 2) defensive driving; 3) use of the police radio; and 4) classroom instruction. Must have valid Arizona Driver's License. Must be able to lift up to 25 pounds. Must be able to follow oral/written instructions. Must develop and maintain effective working relationships with Patrol, Crime Analysis, and partner volunteers. Must represent the department professionally to citizens.

Training: Volunteer must successfully complete traffic direction (provided by MPD's Traffic Unit), defensive driving (provided by MPD's Driving Instructor), use of the police radio (provided by MPD's Communications Division), and classroom instruction (provided by the VIPS Coordinator).

Special Requirement: Because of the confidential, sensitive nature of information handled, successful completion of a background investigation is required.

Application and Selection Process: Human Resources reserves the right to close this position without prior notification. Please complete the Volunteer Application available at Human Resources or from our website. Applications will be reviewed and individuals may be selected for an interview. If you are invited to a testing process and might require reasonable accommodation to participate, please advise Human Resources at the time you are contacted.

APPLY: CITY OF MESA HUMAN RESOURCES
MESA CITY PLAZA
20 E. MAIN STREET, SUITE 130
MESA, AZ 85201

MAIL APPLICATIONS TO:
HUMAN RESOURCES
P. O. BOX 1466
MESA, AZ 85211-1466

Website: www.mesaaz.gov/jobs
OFFICE (480) 644-2365

JOB HOTLINE (480) 644-2759
OR 1-800-662-5053 Toll Free

**The City of Mesa respects, values, and welcomes diversity in our workforce.
To this end, we encourage all interested people to apply.**