

# UW Whitewater Police



## Recruitment Plan

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Approved By: Chief Kiederlen	Effective Date: 8/3/2023	Revised Date: 3/26/24	Revision number: 1
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### I. Purpose

The purpose of this general order is to establish guidelines for the recruitment of full-time sworn police officers.

### II. Definitions

**Recruitment Plan:** A written plan for actively recruiting underrepresented populations. A recruitment plan assumes that the agency is doing more than just fairly implementing its selection procedures and instruments.

### III. Policy

It is the policy of UW-Whitewater (UWWPD) to recruit and select the most qualified persons without regard to race, color, religion, age, gender, disability, national origin, genetic information, sexual orientation, gender identity/reassignment or expression, military or veteran status, marital status or any characteristic protected by applicable law. This strategy will result in a lower turnover rate, fewer disciplinary actions, higher morale, building community relations, and providing effective customer service to the campus community and the Department.

### IV. Procedure

- A. UWWPD strives to maintain an ethnic, racial, and gender workforce composition in approximate proportion to the available workforce in its service community.
- B. This Department will conduct and participate in its recruitment processes to supplement the university's recruitment process conducted by Human Resources.
- C. The Assistant Chief of Police will be responsible for the administration and maintenance of the recruitment plan.
- D. Recruitment activities should be regularly conducted regardless of position vacancies. As vacancies develop, the agency may increase recruitment efforts; however, a basic level of recruitment activity should be continuously maintained.

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- E. UWWPD shall involve all personnel in recruitment activities by:
  - 1. Maintain an ongoing presence to help create relationships within the potential workforce and also create a positive image for the agency
  - 2. Solicit input concerning applicants known to officers or employees
  - 3. Liaison with criminal justice organizations on campus
  - 4. Encourage officers and employees to seek out qualified personnel and request they apply
  - 5. Participate in job fairs and/or career days
  - 6. Maintain liaisons within UW-Whitewater departments and with other colleges in the area that are involved with criminal justice education
  - 7. Make presentations to local organizations that express an interest in the criminal justice field
  - 8. Use social media accounts to publish about open positions
  
- F. Whenever possible, minority employees from UWWPD shall be included in formal recruiting events. By placing minority personnel, especially those of supervisory ranks, in recruitment roles, UWWPD can:
  - 1. Demonstrate their commitment to the minority population
  - 2. Enhance the receptivity of the minority population to the recruiter
  - 3. Increase the potential for recruiting minority personnel