



# NEW JERSEY STATE HUMAN SERVICES POLICE

## Diversity and Inclusion Recruitment Plan

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### INTRODUCTION

The New Jersey State Human Services Police will continue to seek qualified candidates who reflect the diverse population of the State of New Jersey. Our team prioritizes a recruitment and selection process that will identify candidates who not only meet the academic, physical and background criteria established in the selection process standards, but who will also be the best fit for our agency, and the community we serve and protect.

While recruitment is an agency-wide responsibility, our recruiting team will continue to provide information, guidance and resources that can assist candidates with successfully passing every aspect of the selection process, which includes the orientation phase, the background investigation questionnaire, pre-employment background investigation, the physical qualification test, and the pre-service training at a NJ Certified Police Academy. Our agency ensures that sworn members of different ethnicity groups participates and interacts with applicants during the initial orientation phase. Furthermore, by way of our established Field Training Officer (FTO) Program, our agency provides guidance and mentorship to candidates from the beginning of our selection process and continues throughout pre-service training as recruits. Our FTO program aims to not only enhance our hiring practices, but to provide support and guidance to applicants to maximize retention both during pre-service training and throughout their law enforcement career.

### MISSION

The New Jersey State Human Services Police is committed to identifying, hiring and retaining qualified applicants, to achieve a diverse workforce in terms of people of color and gender diversity. The ideal candidates will have the passion and ability to serve and protect the people of the State of New Jersey with a focus on children, families and individuals with disabilities and special needs.

## GOALS AND STRATEGIC AREAS OF FOCUS

- Utilize experienced and passionate recruiters.
- Commitment to recruiting qualified applicants.
- Create a workforce that reflects New Jersey's diverse population that fosters equity and inclusion.
  - *Enlist the support of senior ranking members from diverse backgrounds at recruiting events to share their experiences.*
  - *Our agency removed any application fee associated with PoliceApp.com to allow a more diverse pool of candidates to apply within our agency.*
  - *By way of PoliceApp, our agency has been consistently hosting a total of four (4) police orientation sessions per month with applicants.*
- Utilize a database to maintain constant contact with applicant.
  - *Our agency currently utilizes PoliceApp.com as a platform to capture applicants' information.*
  - *The implementation of a recruiting email address allows each applicant to effectively communicate with member/s of the Support Division.*
- Highlight the different career paths and specialized units the agency has to offer
  - *Criminal Investigations, K9 Unit, Community Policing, Drone Unit, Bicycle Unit, Evidence Unit, Office of Internal Affairs*
- Collaborate with outside agencies
  - *State, County, Federal, Municipal*
- Recruitment events and career fairs
  - *Attend college and university career fairs*
  - *High School career day activity*
  - *Continue engagements during community events such as National Night Out*
  - *Continue to host and schedule four (4) police orientation sessions per month*
  - *Draft, print and distribute informational brochures to attract qualified candidates*
  - *Officers will seek opportunities for positive one-on-one interactions with attendees.*
- Utilize social media to attract applicants, conduct Q&A session, and provide health and fitness information.
- Reinforce the diversity recruiting goals through our officers.
- Establish diverse internal focus groups to assist with recruiting strategies.

- Utilize the NJPTC minimum standards for physical fitness evaluation.
- 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.
- Make maximum use of the State of New Jersey Civil Service Commission “Intergovernmental Transfer Program.
- Continue to utilize the State of New Jersey Civil Service Commission “Waiver Program” available to select potential candidates based on resume rather than the annual CSC’s certified list.
- Identify and maintain contact with any local minority organizations and social support groups including, but not limited to educational, religious, ethnic, racial, and gender-based organizations.
- Assess needed improvements to the hiring and retention process
  - Competitive salary
  - Improve work schedules to support recruitment and retention efforts.
  - Evaluate current hiring and retention practices to identify and eliminate barriers impacting underrepresented groups.
  - Over the past three years, the agency has experienced the resignation of several members, including individuals from underrepresented groups, who pursued employment with other law enforcement agencies offering more competitive annual salaries.

#### 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, determine whether any substantial disparities have been reduced, and if need be, revising the Recruitment Plan 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 31<sup>st</sup> 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”.
- Public Posting
  - In accordance with the Attorney General’s guideline, the New Jersey State Human Services Police will make available to the public the Annual Diversity Report, along with the Diversity and Inclusion Recruitment Plan, by posting said information on the agency’s website.

