



City of Burlington Police Department **Recruitment Plan**

GOALS AND OBJECTIVES:

The goal of the City of Burlington Police Department recruitment efforts is directed toward the goal of hiring candidates that best fit the needs of the positions and to achieve a sworn work force that is representative of the composition of our community. 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 City of Burlington Police Department has a residency preference in all hiring matters. Applicants must be a bonafide resident of the City of Burlington at the time of the closing date of the New Jersey Civil Service Commission Law Enforcement Exam (LEE). Once City of Burlington residents have been exhausted from the Civil Service Certification List, Burlington County residents are then provided with preference. If the Burlington County list is exhausted, applications will be open to residents of the State of New Jersey. The Chief of Police or designee is responsible for the Recruitment Plan.

The City of Burlington Police Department is an equal opportunity employer in all facets of the personnel process.



CURRENT DEMOGRAPHICS:

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

City of Burlington						
Data is based on the 2020 Census Count	POPULATION		CURRENT SWORN OFFICERS TOTAL		CURRENT SWORN FEMALE OFFICERS	
RACE / ETHNICITY	#	%	#	%	#	%
WHITE	4,864	49.41%	26	79%	2	6%
BLACK or AFRICAN AMERICAN	3,013	30.60%	5	15%	1	3%
HISPANIC - ANY RACE	1,314	13.35%	2	6%	0	0%
AMERICAN INDIAN OR ALASKA NATIVE	28	.28%	0	0%	0	0%
ASIAN	167	1.7%	0	0%	0	0%
NATIVE HAWAIIAN OR PACIFIC ISLANDER	0	0%	0	0%	0	0%
SOME OTHER RACE	8	.08%	0	0%	0	0%
TWO OR MORE RACES	451	4.58%	0	0%	0	0%
TOTAL	9,845	100%	33	100%	3	9%



DEFICIENCIES:

In review of the demographic composition in comparison of the sworn personnel, the City of Burlington Police Department has identified three (3) deficiencies related to maintaining our demographic balance of sworn officers:

- Three (3) female police officers whereas four (4) would represent the current national standard. (Current national standard for female law enforcement officers is 13% (according to the Bureau of Justice Statistics).
- Five (5) Black or African American police officers whereas ten (10) would represent the demographics of our service population.
- Two (2) Hispanic officers whereas three (3) would represent the demographics of our service population.

RECRUITMENT ACTIVITIES:

ACTIVITY #1: Identify and maintain contact with local minority organizations and social support groups including, but not limited to educational, religious, ethnic, racial, and gender-based organizations. Activities include, but are not limited to:

- Provide recruitment brochures and materials to educational, religious, ethnic, racial, and gender-based organizations.
- Attend career fairs in the City and Burlington County.
- Draft, print, and distribute informational brochures that may attract qualified candidates to the agency.
- Make maximum use of the City of Burlington website to attract qualified candidates to the agency.
- The following information should prove useful when participating in recruitment activities: Recruitment/informational brochures, current contractual agreements and General Employment Applications.



ACTIVITY #2: Solicit interested candidates from the local police academies who are enrolled or graduates of the Alternate Route or Class II Special Officer Training program.

ACTIVITY #3: Advertise on the City of Burlington Police Department's *Facebook* page and other social media platforms, as well as any other appropriate media market, for persons meeting eligibility requirements.

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>