

## Overview of UMPD Employment and the Selection Process

July 2019

The officers of the University of Massachusetts Police Department (UMPD) demand more from themselves and maintain an exceptional level of professionalism and integrity. Working as a police officer is not for everyone. It is a job that is extremely demanding and challenging. Police Officers must be dedicated individuals who possess strong communication skills, common sense, sound judgment, courage, self-motivation, dedication to duty, integrity, empathy, leadership skills, creativity, and commitment to their peers and to the community that they serve.

The University is a unique community, our daily population is close to 40,000 people with over 30,000 undergraduate and graduate students we are a fast-paced, university community built on academic pursuit, diversity and inclusion by day. At night we transform into a busy social center due to our many cultural and entertainment events, on-campus eateries and the vibrant downtown Amherst business district. There are over 14,000 students who live on campus in 52 residence halls. We are home to the country's best college food according to the Princeton Review and we are home to the Division 1 UMass Minutemen and Minutewomen athletic programs. We are connected to area locations by the PVRTA bus service and a bicycle rail trail.

A career with the UMPD offers challenge, excitement, variety, teamwork, job satisfaction, opportunities for special assignments and career development, opportunities for promotion, and excellent salary and benefits. It is a job like no other. Candidates who are selected come from a variety of different academic and work backgrounds. Some of our candidates have studied criminal justice in college but many others have degrees in different academic areas such as psychology, sociology, social work, accounting, business, computers, and English. Some candidates have worked for other police departments and some come from the private sector. Some candidates have military experience. The fact is, we hire candidates who we believe will be successful and this includes people from varying backgrounds. It is critical for us to hire the best candidates to meet the needs of the diverse community we serve.

We hire both academy-trained, (lateral) officers who are already certified police officers and entry-level candidates. Candidates that are not already academy-trained will begin by attending a 22 week MPTC police academy. All academy graduates participate in the UMPD Field Training and Evaluation Program. After completing this four-month program working with a training officer, new officers will be able to work on their own. Officers begin their careers working as street patrol officers. Over time, as their skills and knowledge develop, more opportunities and special assignments will become available and officers can work toward their personal career goals by seeking out these special assignments.

The following is a partial list of special assignments on the police department:

- **Bicycle Patrol Officer**
- **Mounted Patrol Officer**
- **Motorcycle Patrol Officer**
- **Tactical Team Member**
- **Emergency Preparedness Unit**
- **Detective/Crime Scene Processing**
- **Field Training Officer**
- **Cruiser Maintenance Officer**
- **Community Outreach Officer**
- **Accreditation Officer**

In addition to these special assignments, many officers also have specialized training that allows members of the department to contribute to the department in a wide variety of ways. This includes:

- **Domestic Violence Liaison**
- **Sexual Assault Investigator**
- **Defensive Tactics Instructor**
- **Firearms Instructor**
- **Active Threat Response Instructor**
- **Drug Recognition Expert**
- **LEAPS Manager**
- **Diversity and Cultural Relations Liaison**
- **Physical Fitness/Training Instructor**
- **CPR/First Responder Instructor**
- **Lidar Instructor**
- **Armorer/Weapons Technician**

The University of Massachusetts Police Department is a progressive and professional police agency. If you are interested in becoming a police officer here you are encouraged to participate in our Ride-Along program that will allow you to ride with an Officer as they perform daily patrol tasks.

The Department is actively seeking applicants who are female or people of color. We strive to maintain a diverse agency that best mirrors the international community that we serve. We are also actively seeking MPTC academy-trained officers (lateral), reserve-intermittent officers with at least one-year of actual experience and academy-trained officers from other states who may meet MPTC waiver requirements.

**We are always accepting applications!**

In 2019 we modified our hiring process by eliminating the written exam as the initial step in the hiring process. Instead of taking an exam, interested candidates are encouraged to complete an application by following the Careers link on our web page:

<https://www.umass.edu/umpd/careers>

We DO NOT accept applications via email. Our hiring team reviews applications on a quarterly basis and we will conduct interviews of persons meeting the minimum qualifications (listed below). It is the responsibility of the candidate to amend their application if any changes in employment, address, contact information, certifications, or any other relevant material that may strengthen an application.

### **Our Selection Process**

Applicants that meet the minimum qualifications will be notified of their eligibility and will be provided information on the selection process. We review applications and when there are vacant positions, candidates will be contacted and scheduled for their physical abilities assessment and panel interviews.

All entry-level applicants will participate in a MPTC Physical Abilities Test prior to being interviewed. It is each applicant's responsibility to be physically prepared for this test when scheduled by UMPD. Those standards can be found here.

<https://www.mass.gov/files/documents/2019/03/05/ROC%20Entry%20Level%20Fitness%20Standards%20-%202019-07%20-%20vFeb%2026.pdf>

Applicants who do not pass the standards of this test will not move forward to be interviewed.

Academy-trained, lateral applicants are exempt from this step of the process\*\*

Applicants who pass the Physical Abilities test will be interviewed. Applicants must meet minimum assessment ratings to continue from the first interview to the second. If an applicant is forwarded for an interview with the Chief of Police, a conditional offer of employment may be given. Applicants who accept a conditional offer will participate in the following:

- Background Investigation
- Medical Examination
- Psychological Evaluation
- Physical Abilities Test by State (required for academy enrollment)

Those candidates who meet the above requirements and are chosen as recruit police officers must successfully complete:

- Police Academy Training (22 weeks)
- Field Training and Evaluation Program (14 weeks)
- Probationary Period (one year from Academy graduation)

These additional requirements must also be met by all applicants:

**Age:** Applicants must be age twenty-one (21) at time of application.

**Medical and Physical Fitness Standards:** Candidates must pass a medical examination.

**Physical Abilities Test (PAT):** Effective July 1, 2019, the Municipal Police Training Committee requires that all potential student officers who intend to enter a full-time police academy, must first pass a physical fitness test.

**MPTC Academy Training:** All candidates appointed as full-time police officers as a result of this hiring process will be required to successfully complete MPTC police academy training (MGL, Chapter 41, Sec. 96B)

**Smoking Prohibition:** In accordance with MGL, Chapter 41, Section 101A, candidates are prohibited from smoking tobacco products at the time of and after appointment.

**Character:** No person who has been convicted of a felony shall be appointed as a police officer. A candidate may be disqualified for evidence of character clearly unsuited for police services.

**Firearms Permit:** Candidate must qualify for a valid Class A firearms permit to be a police officer in Massachusetts.

**Driver's License:** All candidates must have a valid Massachusetts Class D operator's license at time of appointment.

**\*\*Transfer/Lateral Applicants:** Applicants who have already completed a full-time academy and are interested in transferring to UMPD will also be required to complete an application. Lateral applicants will be notified of eligibility and interview dates. Laterals are not required to participate in the physical fitness test prior to interview. Lateral hires will be compensated as close to their current salary as our pay structure allows. We value your experience and try to accommodate your current earning potential. Please follow the link below to apply for a lateral position.

<https://www.umass.edu/umpd/university-police-officer-experienced-level-full-time-academy-required>

To apply to UMPD browse, go to: <http://careers.umass.edu> and select Police under Categories on the right sidebar.