



PRESCOTT POLICE DEPARTMENT VOLUNTEER APPLICATION FORM

VIPS

VOLUNTEERS IN POLICE SERVICE

CITY OF PRESCOTT POLICE DEPARTMENT

The Prescott Police Department is always looking for qualified citizens to become part of our department by being involved in exciting volunteer opportunities. Volunteers are an important part of our organization and community. Not only do our volunteers save taxpayers money, they find many personal benefits of volunteering such as: learning new job skills, experiencing a change of pace from regular work and life experiences, enjoying new networking opportunities, learning firsthand about their local police department, and experiencing the camaraderie that comes with being an internal member of our department.

AVAILABLE JOB OPPORTUNITIES

Citizens on Patrol
Cold Case Detective
Investigations
Records
Training
Victim Assistance

Selection Process:

As with any government agency, becoming a volunteer with the Prescott Police Department is an extensive process that includes an application, interview, a background check, fingerprint clearance, and polygraph test. Some positions may require a written test and/or a verbal board interview. All applicants must successfully complete the steps required for the position they are seeking to volunteer.

Interested applicants must complete this questionnaire in full and return it to the Police Department. For any additional information or questions, please contact the Volunteer Coordinator at 777-1900.

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Personal Information (please print):

Name:

Address:

City:

State:

Zip:

Cell No.:

Home/Work No.:

Date of Birth:

S.S.N.:

Email:

AZ Driver's License No.:

Is this license currently valid? YES NO

Do you have transportation? YES NO

Please list any other names you have used in the past:

Education:

High School Diploma/GED? YES NO

College/Trade School? YES NO

Degree:

Employment History (start with current or most recent employer, include volunteer experience):

Employed by:

Phone Number:

Complete Mailing Address:

Your Title or Duties:

Employed

From Mo/Yr

To Mo/Yr

Supervisor's Name:

Reason for Leaving:

Employed by:

Phone Number:

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Complete Mailing Address:			
Your Title or Duties:			
Employed	From Mo/Yr	To Mo/Yr	Supervisor's Name:
Reason for Leaving:			
Employed by:			Phone Number:
Complete Mailing Address:			
Your Title or Duties:			
Employed	From Mo/Yr	To Mo/Yr	Supervisor's Name:
Reason for Leaving:			
Have you or do you volunteer anywhere else? <input type="checkbox"/> YES <input type="checkbox"/> NO			
	If YES, where and what are/were your duties/responsibilities?		
Emergency Contact:			Relationship:
Cell No.:		Home/Work No.:	
Do you have medical insurance: <input type="checkbox"/> YES <input type="checkbox"/> NO			
	If YES, provider name and policy no.:		
List any skills, training, hobbies, or interests that may be useful to the Prescott Police Department:			

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Questionnaire

1. Have you ever participated in, distributed, or sold illegal drugs? YES NO

Explain: _____

2. Have you ever tried or used narcotic drugs not prescribed to you; e.g., oxycodone, morphine, codeine, hydrocodone, etc.? YES NO

If YES, which narcotic?: _____ Date of last usage? _____

Explain: _____

3. Have you ever tried or used illegal drugs; e.g., cocaine, heroin, ecstasy, etc.? YES NO

If YES, which drug?: _____ Date of last usage? _____

Explain: _____

4. Have you ever tried or used methamphetamines? YES NO

If YES, how many times?: _____ Date of last usage: _____

5. Have you ever used or tried marijuana? YES NO

If YES, how many times?: _____ Date of last usage: _____

Explain: _____

6. Have you ever taken items from someplace you worked or volunteered? YES NO

If YES, what was taken? _____ When?: _____

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7. Have you ever been asked to resign or terminated from someplace you worked or volunteered? YES NO

If YES, company/organization name: _____

Explain: _____

8. Have you ever:

▪ Committed a crime? YES NO If YES, what crime? _____

▪ Been arrested? YES NO If YES, for what? _____

▪ Been convicted of a crime: YES NO If YES, for what? _____

If YES, explain: _____

9. Have you ever been involved in or associated with any organization that advocates violence, terrorism or anti-government? YES NO

If YES, what group(s): _____

Date(s) and location of last association: _____

Explain: _____

10. Have you driven a motor vehicle while under the influence of drugs, alcohol, and/or prescription medication in the last five (5) years? YES NO

If YES, how many times? _____

Date of last occurrence? _____

Explain: _____

11. Have you ever worked or volunteered in any capacity for the City of Prescott or any other municipality or law enforcement agency? YES NO

If YES, what city/agency: _____

Date(s): _____

Explain: _____

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Personal References:

Please list five (5) personal references other than family:

Name:	Physical Address:	Relationship:	Phone No:

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As a volunteer for the City of Prescott Police Department, I am willing to furnish information for use in determining my qualifications. In this connection, I authorize release of any and all information you may need concerning me, including information of a confidential or privileged nature. I hereby release you, your organization, or others from liability or damage, which may result from furnishing the information requested. I understand that for security reasons a criminal history check will be conducted, and I will be fingerprinted. Further background information will be requested only if a specific volunteer assignment calls for a full security check. I also understand all applicants will be asked to take a polygraph (lie detector) exam. I understand and agree that any illegal activity in which I have been involved that is discovered during this background/criminal history investigation will be disclosed to the proper authorities, if applicable.

Print Name: _____ Date: _____

Signature _____

Witness _____ Date _____

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VIP Positions

The Prescott Police Department normally has the following positions available for volunteer work. Please check your desired position.

CITIZENS ON PATROL: ____ After successful completion of the COP Training Academy as well as a driving test the volunteer will wear a special uniform and assist with assigned responsibilities. The volunteer will spend most of their time driving and patrolling in a marked police-type vehicle. The COP is not allowed to carry any type of firearm while on duty. This volunteer must have a valid Arizona driver's license in good standing, a good driving record, and be able to appropriately drive an automobile. COPs must be willing to work varied schedules.

COLD CASE DETECTIVE: ____ This position requires the volunteer to assist the Investigations Section with investigating cold cases. Prior law enforcement experience is required.

INVESTIGATIONS: ____ This position requires the volunteer to assist the Investigations Section and support special duties of the section. Volunteers with experience in this field is preferred, but not required.

RECORDS: ____ The Records Section is responsible for maintaining all criminal records from crimes that occur in the city of Prescott. This position may involve computer work and filing. Knowledge of computer data entry is helpful.

TRAINING: ____ This position requires the volunteer to assist the Training and Recruitment Unit and support special duties of the section, including planning, developing, and evaluating training programs within the department as well as conducting recruitment efforts and screening candidates.

VICTIM ASSISTANCE: ____ The Victim Services Unit works with those identified as victims of crime in the city of Prescott. This position will require basic administrative skills and involve computer work. Volunteers in this unit will likely carry a small case load of victims who have experienced non-violent crimes and require a sympathetic ear when working with them.

OTHER: ____ From time to time, other areas of the department are in need of volunteers. Check this selection if you are willing to learn about and volunteer in these opportunities. If you have special talents you would like to share with us, please list them or contact our Volunteer Coordinator (928-777-1900).

Special skills: _____

All volunteers are required to work **at least four (4) hours per week** and must successfully pass a criminal history background check and polygraph exam. Volunteers may be required to present a doctor's clearance. The Police Department reserves the right for a second opinion in regards to physical examinations.