

BERLIN POLICE DEPARTMENT RECRUITMENT PLAN

GOALS and OBJECTIVES:

The goal of the Berlin Police Department Recruitment Plan is to attract qualified individuals to pursue a career with the Berlin Police Department. The objective is to achieve an overall racial and gender composition of the department in comparison to the service population of the Borough through the departments recruiting activities. 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 Berlin Police Department is subject to the provisions of New Jersey Statutes Annotated 40A:14-118, et seq. and municipal ordinance in all facets of the recruitment and selection process. The Chief of Police is responsible for the Recruitment Plan.

Berlin is an equal opportunity employer in all facets of the personnel process.

CURRENT DEMOGRAPHICS:

BERLIN						
Data is based on the 2020 Census Count	POPULATION		CURRENT SWORN OFFICERS TOTAL		CURRENT SWORN OFFICERS FEMALE	
RACE / ETHNICITY	#	%	#	%	#	%
WHITE	6,092	81%	22	92%	1	4%
BLACK or AFRICAN AMERICAN	346	5%	1	4%	0	0%
HISPANIC - ANY RACE	422	6%	0	0%	0	0%
AMERICAN INDIAN OR ALASKA NATIVE	4	<1%	0	0%	0	0%
ASIAN	258	3%	0	0%	0	0%
NATIVE HAWAIIAN OR PACIFIC ISLANDER	3	0%	1	4%	0	0%
SOME OTHER RACE ALONE	85	<1%	0	0%	0	0%
POPULATION OF TWO OR MORE RACES	279	4%	0	0%	0	0%
TOTAL	7,489	100%	24	100%	0	4%

BERLIN POLICE DEPARTMENT RECRUITMENT PLAN

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 Camden County School District.
- Draft, print, and distribute informational brochures that may attract qualified candidates to the agency.
- Make maximum use of the Berlin website to attract qualified candidates to the agency.
- The following information should prove useful when participating in recruitment activities:
 - Recruitment/informational brochures
 - Agency organizational chart
 - Current contractual agreements
 - Training catalogs
 - Demographic data
 - General Employment Applications

Activity #2: Advertise on Policeapp.com, the Berlin Police Department's *Facebook* page and other social media platforms, as well as any other appropriate media market, for persons meeting eligibility requirements.

Activity #3: when applicable, solicit interested candidates from the local police academies who are enrolled or graduates of the Alternate Route or Class II Special Officer Training program.

BERLIN POLICE DEPARTMENT RECRUITMENT PLAN

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.

[Promoting Diversity in Law Enforcement Recruiting and Hiring](#)

- The reporting form can be found at:

[Appendix A](#)