



**Lakewood Police Department
Policy and Procedure**

**Policy Number: PP – 4921
SELECTION OF
SWAT TEAM PERSONNEL**

**Effective
Date:03/24/2025**

B. Procedure

1. The SWAT commander(s) are appointed by the Chief of Police.
2. SWAT Team sergeants are appointed by the SWAT commander(s).
 - a. Sergeant appointments are subject to review and approval by the Patrol Division Chief and the Chief of Police.
 - b. SWAT sergeant applicants may be screened by an oral board interview process.
3. Team Leaders are appointed by the SWAT commander(s)
 - a. Team Leaders are assigned to Tactical and Negotiation Teams.
 - b. Team Leaders assist SWAT Team Sergeants during training and tactical missions.
4. Tactical Team and Crisis Negotiation Team (CNT) Selection
 - a. Vacancies are announced to all sworn personnel. Agents wishing to be considered will submit a memorandum of interest via the chain of command.
 - b. Interested agents shall be evaluated on the following criteria:
 - 1) Minimum of three (3) years of sworn law enforcement experience and must be off probation.
 - 2) Excellent physical condition, job proficiency, and firearms skills.
 - 3) Demonstrated ability in handling high-stress situations.
 - 4) Recommendation of applicant's supervisor.
 - c. Personnel assigned to a task force are not eligible for testing.

Should a SWAT sergeant/operator/negotiator obtain a task force position, they are required to resign from the SWAT team.
 - d. SWAT Tactical Team and Crisis Negotiation Team applicants may be screened by an oral interview process. The board will consist of designated SWAT personnel.
 - e. All appointments to the SWAT Tactical Team and Crisis Negotiation Team are subject to the approval of the Patrol Division Chief and the Chief of Police.
5. Selection of SWAT Tactical Dispatchers
 - a. Openings are announced by memorandum to all JeffCom911 personnel. / dispatchers wishing to be considered for the position will submit a memorandum of interest via the chain of command to the SWAT Commander(s).

- b. Selection of Tactical Dispatchers shall be based on the following criteria:
 - 1) At least two (2) years as a police dispatcher.
 - 2) Recommendation by the applicant's supervisor.
 - 3) Past performance – demonstrated knowledge of communication and computer processes, adaptability to changing circumstances, resourcefulness, effectiveness under stress, and strong teamwork ability.
- c. Tactical Dispatcher applicants may be screened by an oral interview process. The board will consist of designated personnel of SWAT and JeffCom911.
- d. All appointments to SWAT Tactical Dispatchers are subject to the approval of the SWAT commander, the Patrol Division Chief, and the Chief of Police.

NEXT: [PP-4922 - SWAT Tactical Team Standards](#)