
Special Assignments and Promotions

1002.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for promotions and for making special assignments within the Plymouth Township Police Department.

1002.2 POLICY

The Plymouth Township Police Department determines assignments and promotions in a non-discriminatory manner based upon job-related factors and candidate skills and qualifications. Assignments are made by the Chief of Police or designee. Promotions are made in accordance with established Civil Service Commission rules.

1002.3 SPECIAL ASSIGNMENT POSITIONS

The following positions and related supervisory positions are considered special assignments and not promotions, if applicable:

- (a) Special Weapons and Tactics Team member
- (b) MIRT
- (c) Detective Division
- (d) Motorcycle officer
- (e) Bicycle Patrol officer
- (f) Canine handler
- (g) Highway Patrol Division
- (h) Field Training Officer
- (i) Community Relations
- (j) Public Information Officer
- (k) Training Officer
- (l) School Resource and/or Drug Abuse Resistance Education (D.A.R.E.) officer
- (m) Court Officer
- (n) Task Force member (e.g. drug task force)

1002.3.1 GENERAL REQUIREMENTS

The following requirements should be considered when selecting a candidate for a special assignment:

- (a) Three years of relevant experience
- (b) Off probation
- (c) Possession of or ability to obtain any certification required by Municipal Police Officers' Education & Training Commission (MPOETC) or law

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- (d) Exceptional skills, experience or abilities related to the special assignment
- (e) Prior Performance
- (f) Time in Service

1002.3.2 EVALUATION CRITERIA

The following criteria will be used in evaluating candidates for a special assignment:

- (a) Presents a professional, neat appearance.
- (b) Maintains a physical condition that aids in his/her performance.
- (c) Expressed an interest in the assignment.
- (d) Demonstrates specific performance in the assignment area.
- (e) Demonstrates the following traits:
 1. Emotional stability and maturity
 2. Stress tolerance
 3. Sound judgment and decision-making
 4. Personal integrity and ethical conduct
 5. Leadership skills
 6. Initiative
 7. Adaptability and flexibility
 8. Ability to conform to department goals and objectives in a positive manner

1002.3.3 SELECTION PROCESS

The selection process for all special assignment positions will be at the discretion of the Chief of Police. The selection process may be waived for temporary assignments, emergency situations and training.

1002.4 PROMOTIONAL REQUIREMENTS

Requirements and information regarding any promotional process are available at the Plymouth Township Civil Service Commission for sworn officers.

Requirements and information regarding any promotional process are available at the Plymouth Township Human Resources Department for civilians.