

Recruitment Plan

GOALS and OBJECTIVES:

The goal of the Woodcliff Lake Police Department Recruitment Plan is to attract qualified persons to pursue a career with the Woodcliff Lake Police Department. The objective is to achieve an overall racial and gender composition of sworn law enforcement personnel which compares to the overall racial and gender composition of the population of the Borough of Woodcliff Lake. The goals and objectives shall be accomplished through the various recruitment activities specified herein.

GENERAL:

The Woodcliff Lake Police Department shall be subject to all applicable provisions of **the New Jersey Statutes Annotated (NJSA) 40A:14-118, et seq.** and the municipal ordinances of the Borough of Woodcliff Lake in all facets of the recruitment and the selection process. The Chief of Police shall be responsible for the Recruitment Plan.

The Borough of Woodcliff Lake is an equal opportunity employer in all facets of the personnel process.

CURRENT DEMOGRAPHICS:

The present demographic composition of the population of the Borough of Woodcliff Lake and sworn law enforcement personnel of the Woodcliff Lake Police Department are represented in the following report:

BOROUGH OF WOODCLIFF LAKE DEMOGRAPHICS CHART						
Data is based on the 2020 Census Count	POPULATION		CURRENT SWORN OFFICERS TOTAL		CURRENT SWORN OFFICERS FEMALE	
RACE / ETHNICITY	#	%	#	%	#	%
WHITE	5,174	90%	18	94.75%	1	5.25%
AFRICAN AMERICAN	47	.008%	0	0%	0	0%
HISPANIC - ANY RACE*	310	.055%	1	5.25%	0	0%
OTHER	509	9.99%	0	0%	0	0%
TOTAL	5,730	100%	19	100%	1	5.25%

* Not included in total population or % number.

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. These activities may include, but not be limited to, the following:

- Providing recruitment brochures and materials to educational, religious, ethnic, racial, and gender-based organizations.
- Attending career fairs in the local and Bergen County school districts. – Drafting, printing and distributing informational brochures, pamphlets, posters and/or other materials which may attract qualified persons to the agency.
- Making maximum use of the Borough of Woodcliff Lake’s website to attract qualified candidates to the agency.

Activity #2:

When applicable, contact police training academies and post vacancy announcements for current Alternate Route candidates or waiver-eligible Class II Special Police Officers.

Activity #3:

Advertise on Policeapp.com, the Woodcliff Lake Police Department’s Facebook page and other social media platforms, as well as any other appropriate media market, for persons meeting eligibility requirements.

REVIEW & EVALUATION:

- The Chief of Police shall conduct an annual review of the Recruitment Plan. As a result of this annual review, if necessary, the Recruitment Plan shall be revised, if the goals and objectives cannot be achieved.
- 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.

<https://www.nj.gov/oag/dcj/agguide/directives/ag-Guidelines-Diversity-in-LE-Recruiting-and-Hiring.pdf>

The reporting form can be found at:

<https://www.nj.gov/oag/dcj/agguide/directives/Appendix-A.xlsx>