

## **HO-HO-KUS POLICE DEPARTMENT RECRUITMENT PLAN**

### **GOALS and OBJECTIVES:**

The goal of the Ho-Ho-Kus Police Department Recruitment Plan is to attract qualified individuals to pursue a career with the Ho-Ho-Kus 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 department 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 Ho-Ho-Kus 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 the selection process. The Chief of Police is responsible for the Recruitment Plan.

Ho-Ho-Kus Borough is an equal opportunity employer in all facets of the personnel process.

### **CURRENT DEMOGRAPHICS:**

The demographics composition of the service area and agency are represented in the following table:

#### **Demographics Report**

<b>BOROUGH OF HO-HO-KUS</b>						
<b>Data is based on the 2020 Census Count</b>	<b>POPULATION</b>		<b>CURRENT SWORN OFFICERS TOTAL</b>		<b>CURRENT SWORN OFFICERS FEMALE</b>	
<b>RACE / ETHNICITY</b>	<b>#</b>	<b>%</b>	<b>#</b>	<b>%</b>	<b>#</b>	<b>%</b>
<b>WHITE</b>	3,475	82%	14	88%	2	13%
<b>BLACK or AFRICAN AMERICAN</b>	26	1%	0	0%	0	0%
<b>HISPANIC - ANY RACE</b>	302	7%	1	6%	0	0%
<b>AMERICAN INDIAN OR ALASKA NATIVE</b>	1	0.023%	0	0%	0	0%
<b>ASIAN</b>	321	8%	1	6%	0	0%
<b>NATIVE HAWAIIAN OR PACIFIC ISLANDER</b>	0	0%	0	0%	0	0%
<b>SOME OTHER RACE ALONE</b>	19	0.45%	0	0%	0	0%
<b>POPULATION OF TWO OR MORE RACES</b>	114	2.68%	0	0%	0	0%
<b>TOTAL</b>	4,258	100%	16	100%	2	13%

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### **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 Bergen County School District.
- Draft, print, and distribute informational brochures that may attract qualified candidates to the agency.
- Make maximum use of the Ho-Ho-Kus Borough 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:** when applicable contact local police academies to recruit Alternate Route Candidates to make applications to the agency.

### **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 31<sup>st</sup> 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:

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