



CITY OF FOUNTAIN VALLEY

Police Investigative Intern (Volunteer)

Mission Statement

COURAGE • DUTY • COMMITMENT

Members of the Fountain Valley Police Department will demonstrate the COURAGE to protect life and property in our community. Our DUTY is to provide the highest quality of service in a fair, impartial and ethical manner. Our COMMITMENT is to take a leadership role in providing for public safety and quality of life in a manner that will preserve the public trust.

ORGANIZATIONAL VALUES

In order to successfully carry out our stated Mission, as well as achieve our highest potential as an organization, the following values will guide each member of this Department:

> COMMUNITY SERVICE

We will carry out our duties in a manner consistent with our Oath of Office and the requirements of the law. We exist to provide quality law enforcement to the community and will never compromise on service.

> RESPECT

Members of this Department will treat all persons with respect.

> PROBLEM SOLVING

We will work with the community and each other to identify problems, find solutions and successfully implement them.

> PERFORMANCE

We will perform our duties with professionalism, enthusiasm and integrity. The security of this community and the safety of our personnel is the responsibility of each member of this Department.

> TEAMWORK

All members will communicate, collaborate and assist one another at all times, regardless of rank or assignment.

> ORGANIZATIONAL GROWTH

Career development requires a collaborative effort. The organization will provide training for all personnel designed to develop their leadership and technical skills.

The volunteer Police Investigative Intern Program will introduce individuals interested in pursuing a career in law enforcement with the opportunity to gain valuable job experience to prepare them to become a Police Officer. Police Investigative Interns will perform a variety of duties assisting with all aspects of the police secondary investigative process including making follow-up phone calls with investigative principles, documenting activity, writing reports, handling evidence, assisting in the collection of evidence, taking photographs or measurements, assisting in crime analysis, assisting the court liaison and supporting undercover operations.

The City utilizes the Police Investigate Intern pool from which full-time positions may be filled.

Police Interns successfully completing the program and selected as a Police Recruit will be placed in a California Peace Officer Standards and Training (P.O.S.T.) approved Basic Police Academy. The City will make financial arrangements for the candidate for living and Academy expenses while attending the Academy, subject to an agreement between the Recruit and the City. As part of that agreement, the Recruit agrees to remain in the City of Fountain Valley's employment for a minimum of 3 years. Subject to successful completion of the Academy and selection process, the candidate may be hired as a Police Officer with the City.

If you are interested in the Police Intern Program, visit the City's website at www.fountainvalley.org/jobs to submit an interest card or to apply for the position during an open recruitment.

Requirements for Police Intern:

- ◆ Possession of a Bachelor's degree from an accredited college or university or currently enrolled in an undergraduate program at an accredited college or university and scheduled to graduate within 6 months of appointment.
- ◆ Possess a high degree of computer literacy with all Windows applications, in particular Excel, Word and PowerPoint.
- ◆ Of good moral character, no criminal history and excellent references.
- ◆ Volunteer a minimum of 8 hours per week as scheduled. Generally volunteer hours will be between 8 a.m. to 5 p.m. with some evening and weekend hours.

Requirements for Police Officer:

- ◆ Graduation from high school or possession of a General Education Development Test (GED) certificate is required.
- ◆ At least 20.5 years of age while attending the academy but must be age 21 at the time of appointment.
- ◆ Associate of Arts or Bachelor's degree from an accredited college or university is highly desirable.
- ◆ Graduation from a California P.O.S.T. approved academy at the time of appointment or have successfully completed the P.O.S.T. basic course waiver examination process is required.
- ◆ Must be a United States citizen or be a permanent resident alien who is eligible and has applied for United States citizenship at least 1 year prior to the application for employment.
- ◆ Must be free of felony convictions and of good moral character.
- ◆ Must have normal hearing acuity.
- ◆ Must have vision of 20/70 uncorrected, correctable to 20/20 and normal color vision.
- ◆ Height and weight in accordance with age, sex and frame.