

LAKEWOOD POLICE DEPARTMENT RECRUITMENT PLAN

GOALS and OBJECTIVES:

The goal of the Lakewood Police Department Recruitment Plan is to attract qualified individuals to pursue a career with the Lakewood Police Department. The objective is to achieve an overall racial and gender composition of the department in comparison to the service population of the Township through the department's recruiting activities. This agency will make a good-faith effort to meet specific goals for recruiting a diverse workforce regarding 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 Lakewood Police Department is a New Jersey Civil Service Commission jurisdiction and must adhere to New Jersey State Statutes and Administrative Code in its recruitment and selection process.

Lakewood has a residency preference in all hiring matters. Applicants must be bona fide residents of Lakewood at the time of the closing date of the New Jersey Civil Service Commission Law Enforcement Officer Test. Once Lakewood residents have exhausted the Civil Service Certification List, Ocean County residents are provided with preference. If the Ocean County list is exhausted, applications will be open to residents of the State of New Jersey. The Chief of Police is responsible for the Recruitment Plan.

The Township of Lakewood has adopted the provisions of N.J.S.A.11A:4-1.3 which authorizes the appointment of entry level police officers, who have not passed the Civil Service Examination. N.J.S.A.11A:4-1.3 allows the hiring of any candidate as a temporary entry level officer who then must complete a Basic Course for Police Officers within nine months of hire as a temporary entry level officer before receiving a probationary appointment. There is no Township residency requirement for those hired under the provisions of N.J.S.A.11A:4-1.3.

Currently employed full time law enforcement officers, from a Civil Service agency, are only eligible for hire utilizing the Civil Service Intergovernmental Transfer program. Currently employed full time law enforcement officers, from a non-Civil Service agency, are not eligible for hire under the provisions of N.J.S.A.11A:4-1.3.

The Township of Lakewood is an equal-opportunity employer in all facets of the personnel process.

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CURRENT DEMOGRAPHICS:

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

LAKEWOOD						
Data is based on the 2020 Census Count	POPULATION		CURRENT SWORN OFFICERS TOTAL		CURRENT SWORN OFFICERS FEMALE	
	#	%	#	%	#	%
RACE / ETHNICITY						
WHITE	111,388	82%	119	6%	6	3%
BLACK or AFRICAN AMERICAN	3,290	2%	10	6%	1	1%
HISPANIC - ANY RACE	15,768	12%	43	5%	5	3%
AMERICAN INDIAN OR ALASKA NATIVE	91	<1%	0	0%	0	0%
ASIAN	699	1%	1	1%	0	0%
NATIVE HAWAIIAN OR PACIFIC ISLANDER	7	<1%	0	0%	0	0%
SOME OTHER RACE ALONE	2,056	2%	0	0%	0	0%
POPULATION OF TWO OR MORE RACES	1,859	1%	6	1%	0	0%
TOTAL	135,158	100%	179	100%	12	7%

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The Lakewood Police Department has actively implemented all required recruitment activities to attract and engage qualified candidates.

Outreach to Minority Organizations & Community Groups

The department has established and maintained contact with local minority organizations and social support groups, including educational, religious, ethnic, racial, and gender-based organizations. Throughout 2023, the Community Resource Unit facilitated these efforts by:

- Distributing recruitment brochures and materials to relevant organizations.
- Engaging with the local Board of Education to seek permission to address high school students about career opportunities in law enforcement.
- Attending Career Days at local schools and community colleges to promote recruitment.
- Drafting, printing, and distributing informational brochures to attract qualified candidates.
- Maximizing the use of the Township of Lakewood website, the Lakewood Police Department's Facebook page, Instagram, Twitter, and official website to inform potential candidates about career opportunities and the Civil Service Examination.

Advertising Recruitment Opportunities

The department has advertised available positions through multiple platforms, including the New Jersey Civil Service website, the Lakewood Police Department's Facebook page, Instagram, Twitter, and official website, as well as other media outlets, ensuring broad visibility for potential applicants.

Engagement with Police Training Academies

The department has proactively contacted police training academies and posted vacancy announcements for current Alternate Route candidates and waiver-eligible Class II Special Police Officers to expand the pool of potential recruits.

Utilizing the New Jersey Intergovernmental Transfer Program

The department has fully leveraged the State of New Jersey Civil Service Commission Intergovernmental Transfer Program by:

Posting future openings for sworn positions on the Intergovernmental Transfer Program website. <https://www.lakewoodpolicenj.com/> Drafting and distributing informational brochures to attract qualified candidates.

Recruiting Laid-Off Officers

The department has contacted the State of New Jersey Civil Service Commission to obtain the "Rice list" of eligible officers laid off from other jurisdictions. Where applicable, the department has conducted interviews with eligible officers to meet recruitment goals.

These combined efforts demonstrate the Lakewood Police Department's commitment to proactive and inclusive recruitment strategies, ensuring a diverse and highly qualified pool of candidates.

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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 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.

[Promoting Diversity in Law Enforcement Recruiting and Hiring](#)

- The reporting form can be found at:

[Appendix A](#)