



Black Diamond Police Department
Jamey Kiblinger, Chief

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Black Diamond, WA 98010
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An Equal Opportunity Employer

Opening Date: January 25, 2021

Closing Date: Continuous

POSITION DETAILS: **MARINE VOLUNTEER OPPORTUNITY AT THE CITY OF BLACK DIAMOND POLICE DEPARTMENT.**

Volunteer opportunities are offered only when a need arises, but Human Resources will do our best to keep candidates updated on this process. Thank you in advance for your interest in volunteering for our team!

The City of Black Diamond believes that volunteers enhance the City's ability to maintain and improve the quality of life in the community. Black Diamond counts on its volunteers and upon their dedication to help provide those services that best meet the diverse needs of the community. Volunteers choose to make a difference in the community and affect many parts of the City. By taking the time to participate in our programs, volunteers influence the future of Black Diamond. In assisting staff with both daily tasks and new programs, volunteers enhance the levels of quality services the City of Black Diamond provides.

PRIMARY DUTIES **Police Department Marine Volunteer Job Description**

The Black Diamond Police Department marine volunteer program is being established as a means of providing assistance and support to the Black Diamond Police Marine Patrol Unit. The Marine unit duties include enforcement of boating

ordinances, investigation of boating accidents, identifying and/or removal of navigational hazards, and addressing vessel operation complaints and concerns. A marine volunteer is appointed as a volunteer only and is not vested with any law enforcement authority & **cannot carry weapons of any kind.**

You must be 18 years old to volunteer for the Police Department. We have the right to disqualify you for this volunteer position based on your criminal history, though you may be eligible for other volunteer opportunities within the City.

PLEASE NOTE: Black Diamond Police Department Volunteers have NO POLICE POWERS. No weapons of any kind are to be carried while on duty or when wearing authorized volunteer attire.

Public Relations: May include public speaking, interacting with the public, representing the Black Diamond Police Department or the volunteers at meetings, school gatherings, annual events, or recruiting activities involving the Department and/or its Volunteer Program.

MINIMUM QUALIFICATIONS

Police Department Marine Volunteers:

- At least eighteen (18) years of age
- Have a clear background check and no felony convictions
- Have not been released or discharged from any branch of the Armed Forces under any conditions other than honorable
- Have on file a completed, processed volunteer application
- All marine volunteers will have a signed waiver from their physician that they are in good health and able to perform volunteer duties
- Good moral character
- Possess a valid WA driver's license
- Pass a drug test provided by the police department
- Ability to successfully obtain the Washington State Boater's Education card
- Marine volunteers will receive no benefits, remuneration, or entitlements including sick leave, etc. However, the marine volunteers are covered by the City of Black Diamond's insurance and workers

compensation for injuries received while acting in the capacity of a marine volunteer

- Agree to volunteer a minimum of (16) hours per month during the summer months. If a member has a valid excuse, the time requirement may be waived by the Black Diamond Police Department supervisor
- Successfully complete marine training as required by the Black Diamond Police Department

ADDITIONAL INFORMATION

GETTING STARTED:

We sincerely appreciate your interest in the City of Black Diamond. If you are interested in applying for this position, please email a copy of the City of Black Diamond application, along with the supplemental questionnaire, to Commander Brian Martinez bamartinez@blackdiamondwa.gov.

If you have any questions regarding the application process or about the position, please contact Commander Brian Martinez bamartinez@blackdiamondwa.gov or (360)851-4450.

Volunteer - Police (2021) Supplemental Questionnaire

- * 1. Please indicate your availability to volunteer (day of week, hours per day, timeframes, etc.)
- 2. Please indicate your highest level of education.
 - ☐ High School
 - ☐ Associate's Degree
 - ☐ Bachelor's Degree
 - ☐ Master's Degree
 - ☐ N/A
- * 3. Why do you want to volunteer with the City's Police Department?
- * 4. If the volunteer position for which you are applying requires a driver's license, do you possess one with no pending risk of loss? NOTE: For any volunteer positions that require driving, having an invalid Washington State Driver's License and/or an unsatisfactory driving record may preclude you from volunteering.
 - ☐ Yes ☐ No
- * 5. If you answered "yes" please provide your DRIVER'S LICENSE NUMBER and the ISSUING STATE:
- * 6. Do you have any special requirements or medical conditions, physical or emotional, that should be taken into consideration in arranging volunteer assignments?
 - ☐ Yes ☐ No
- 7. If you answered "YES," to the above question, please explain.
- * 8. Have you previously volunteered at the City of Black Diamond or any other entity?
 - ☐ Yes ☐ No
- 9. If you answered "yes" please provide the following information on your previous volunteer experience: Where When (from/to dates) Name of agency contact Phone number of agency contact What did you do as a volunteer?
- * 10. **Waiver and Hold Harmless:** I am fully aware that the work associated with being a City Volunteer involves certain risks of physical injury or death. Being fully informed as to these risks and in consideration of my being allowed to participate in the City's Volunteer Program,
I hereby assume all risk of injury, damage and harm to myself arising from such activities or use of City facilities. I also hereby individually and on behalf of my heirs, executors and assignees, indemnify and hold harmless the City, its officials, employees and agents and release and waive any right of recover that I might have to bring a claim or a lawsuit against them for any personal injury, death, or other consequences occurring to me arising out of my volunteer activities.
 - ☐ By checking this box I am electronically signing this waiver and hold harmless agreement.

- * 11. Please state below if you have a criminal conviction record. If yes, please list below any criminal convictions that you have had, including both misdemeanor and felony convictions (question 15).
This includes any convictions related to drugs/narcotics, driving under the influence and other vehicular related crimes, crimes against persons (assault, burglary, murder, etc.), trespassing, prostitution, theft, domestic violence, crimes of integrity, and any other types of convictions.
Your criminal conviction background may be verified and an FBI criminal records check (for Police volunteers) may be required through the finger printing process.
- ☐ I have no criminal conviction record of any kind.
☐ I have a criminal record with convictions(s) of and date(s) occurred listed below:
☐ I have a criminal arrest record with a period of probation or a deferred sentence and date(s) occurred listed below:
12. If you checked the second or third box in question #14, please list the information here:
- * 13. Applicants for employment or volunteering, and which may have unsupervised access to children under sixteen years of age or to developmentally disabled persons, or vulnerable adults during the course of employment or involvement must disclose the following information: Have you ever been convicted of any crime against children or other persons (including but not limited to assault, robbery, burglary, rape, indecent liberties, molestation, arson, kidnapping, prostitution, vehicular homicide, murder)?
- ☐ Yes ☐ No
- * 14. Have you been found in any dependency action under RCW 13.34.040 to have sexually assaulted or exploited a minor or to have physically abused any minor?
- ☐ Yes ☐ No
- * 15. Have you been found by a court in a domestic relations proceeding under Title 26 RCW to have sexually abused or exploited any minor or physically abused any minor?
- ☐ Yes ☐ No
- * 16. Have you been found in a disciplinary board final decision to have sexually or physically abused or financially exploited a minor or developmentally disabled person or vulnerable adult?
- ☐ Yes ☐ No
- * 17. **Reference and Background Release:** By checking the box below, I hereby give permission to my previous and current employers, peers and subordinates, and educational institutions to release information regarding my work performance and/or education/degree completion to representatives of the City of Black Diamond. I am aware that this release includes authorizing City representatives to review information contained in my personnel files at current and previous employers.
I agree to hold harmless and indemnify all parties releasing this information.
I also understand that a police background check and an FBI criminal records check (through a fingerprinting process) may be conducted as part of the selection process.
I understand that the City of Black Diamond may conduct searches of other law enforcement agencies that report any official contact an individual has had with the

police, whether it resulted in a conviction or not (e.g. Calling 911 for a noise complaint on a neighbor, witness to a car accident, or any time where the police may have had official contact with you).

☐ By checking this box I am signing this Reference and Background Release.

- * 18. **Please list THREE references (NON-RELATIVE) who can provide reliable information about you:**

REFERENCE NO. 1-- Name: Phone number: Email address:

- * 19. **REFERENCE NO. 2-- Name Phone number Email address**

- * 20. **REFERENCE NO. 3-- Name Phone number Email address**

- * 21. **Emergency contact** - *please list the following information for the person you wish to be contacted in case of an emergency:*

Name: Relationship: Phone Number:

- * 22. By checking the box below, I certify under penalty of perjury that this form was completed as true and correct. Further, I understand that misrepresentation of any information on this form will result in cancellation of this application, or if employed, may be cause for dismissal.

☐ I agree to the statement above.

- * 23. Are you 21 or older?

☐ Yes ☐ No

- * 24. Are you a U.S. Citizen?

☐ Yes ☐ No

- * Required Question