



Jody Farabella  
*Chief of Police*

Charles Kirk Hewitt  
*Director of Public Safety*

MILLVILLE POLICE DEPARTMENT  
P. O. Box 609  
18 S. High Street  
Millville, NJ 08332  
(856) 825-7010

## **RECRUITMENT PLAN**

### **PURPOSE:**

By promoting diversity in Law Enforcement recruiting and hiring, the Millville Police Department strives for a workforce that reflects the diversity of the city that we serve and to effectively interact with all community members.

### **GOAL:**

The goal of the Millville Police Department Recruitment Plan is to attract qualified individuals to pursue a law enforcement career with the Millville Police Department who reflect the overall demographic composition of the service population of Millville City.

### **GENERAL:**

The City of Millville is an equal opportunity employer. The Millville Police Department is a New Jersey Civil Service Commission jurisdiction and must adhere to the New Jersey Statutes and Administrative Code in its hiring process. The City of Millville maintains a policy against nepotism.

Millville residents have hiring priority based on address at the time of the closing date of the New Jersey Civil Service Commission Law Enforcement Entry Exam. After Millville residents have been exhausted from the Civil Service Certification List, Cumberland County residents are provided with preference. After the County list is exhausted, applications are open to all State residents. The Millville Police Department will not appoint any applicant to the title of police officer who is disqualified as a result of a pre-employment background investigation.

**CURRENT DEMOGRAPHICS:**

City of Millville	Service Population Millville		Current Sworn Officers		Current Sworn Female	
2020 Census Data <sup>1</sup>	27,491		79		5	
Race/Ethnicity	#	%	#	%	#	%
White (not Hispanic)	14,519	57	60	76	5	6
Black or African American	6,214	22	2	3	0	0
Two or more Races and Other	5,127	18	0	0	0	0
Asian	318	1	1	1	0	0
Native American	179	<1	0	0	0	0
Hispanic (any race) <sup>2</sup>	5,215	19	16	20	0	0

<sup>1</sup> <https://data.census.gov/cedsci/profile?g=1600000US3446680>

<sup>2</sup> Not included in service population totals, may overlap other categories.

**DEMOGRAPHIC ANALYSIS:**

While the representation of Hispanics within the sworn law enforcement population of the Millville Police Department closely reflects the service population of the city, there is a substantial disparity between Black/African American and female (all races) sworn law enforcement officers employed by the agency comparative to the relevant service population.

Reducing the above identified disparity would help to achieve the goal of N.J.S.A. 52:17B-4.10 in the police force reflecting the diversity of the population of the community the agency is charged with protecting. The means for addressing underrepresentation shall not include quotas or any other legally impermissible provisions.

**ADDRESSING UNDERREPRESENTATION:**

**Immediate: June 1, 2022 until the certification of an active New Jersey Civil Service Entry Examination List**

As of June 1, 2022 the Millville Police Department is funded for 84 sworn full time law enforcement officers with an actual number of 79 employed for a deficit of 5 officers.

With a currently exhausted municipal and county civil service entry list, the Millville Police Department is actively recruiting applicants under N.J.S.A. 11A:4-1.3 under exemptions to the examination requirement.

## **RECRUITMENT OBJECTIVES:**

**Objective #1:** Create recruitment materials that reflect visible diversity and are delivered by a diverse recruiting team and through social media and agency website.

**Objective #2:** Target underrepresented demographic groups by performing outreach to faculty contacts in the criminal justice program at the Rowan College of South Jersey – Cumberland Campus seeking referrals and references for qualified interested candidates with a good faith effort towards reducing substantial disparities.

**Objective #3:** Through the School Resource Officer Unit, explore a pipeline program in partnership with the Millville Senior High School to foster and enhance an interest in law enforcement among a diverse youth population.

**Objective #4:** Identify and connect with community stakeholders for underrepresented groups in order to assess what the barriers are in the application and hiring process and devise solutions to overcome those barriers.

**Objective #5:** Establish a mentorship program working with the Civil Service Commission pursuant to P.L. 2021, c.235 for applicants from underrepresented groups that raises awareness about testing, explores exam prep for low-income communities, and provides support for resume review, application completion support, and information on physical training preparation.

### **Review:**

Prior to January 15, 2023, Objectives 1 through 5 will be reviewed for progress and completion with a status report made to the Chief of Police by his designee.

## **EVALUATION:**

Annually, prior to January 15<sup>th</sup>, the Chief of Police, or designee, shall conduct an evaluation of the Recruitment Plan to:

- determine progress towards goals
- measure effectiveness of objectives
- perform agency demographic analysis
- determine whether any substantial disparities have been reduced
- revise the plan accordingly

## **REPORTING:**

Annually, prior to January 31<sup>st</sup>, the Chief of Police, or designee, shall submit a report to the County Prosecutor with the information required by directive on the designated form.