

Hayden Police Department



**Invites Applications for the
Position of**

**Lateral/Police Officer I /
Recruit**



OUR COMMUNITY

Are you longing to leave the crowded, fast pace of the big city? Are you longing for open spaces, friendly neighbors, Friday night lights and an evening sky full of stars? Hayden embodies a tight-knit community surrounded by natural resources, incredible views and plenty of opportunity to grow. Since its establishment in 1906, it is the perfect place to raise a family.

Hayden is a mere 25 miles west of Steamboat Springs, Ski Town USA. Don't want to travel too far from home? Not to worry! Hayden has plenty of activities and festivals throughout the year for the whole family. There are several groomed cross country skiing trails in town and a new hiking trail on the east end of town. Do you want your family to visit even though they're far away? Well you certainly can here with the Yampa Valley Regional Airport in Hayden! Want to move out here to get away from family? The airport can be your best kept secret! Hayden public schools offer a high-quality, extensive, and accredited pre-K-12 curriculum with college courses available to students through Colorado Northwest Community College. Our new Hayden K-12 school is to be completed in the fall of 2020. The Hayden High School also offers unique vocational education programs for your undecided teen.

The community has come to appreciate, and participate in, problem solving and partnerships as the primary approach to crime reduction. In other words, we watch out for each other but enforcement action is taken when necessary with the goal being accountability for offenders' actions. Hayden's population is 2,000+ and growing with a broad range of amenities for residents and visitors, including community child care options, playgrounds and parks, youth sports leagues, basic medical services (with full access in Steamboat Springs and Craig), a museum, a fantastic library, and numerous other resources. Easy access to the Yampa River at the Yampa River State Park and multiple public lands make Hayden a outdoor destination without the crowds. With abundant elk, mule deer, pronghorn antelope and even black bear and mountain lion populations, hunters from all over come to Hayden to share in our outdoor heritage.

Come join our little home town in the Heart of the Yampa Valley, you'll thank yourself later!



SPECIAL REQUIREMENTS AND PHYSICAL DEMANDS

Our Officers must deal with a multitude of changing situations and deal with a variety of individuals under possible threatening and stressful conditions. Successful Applicants must determine proper and legal courses of action and solve practical problems using skills and techniques of community policing, following general and broad department procedures and within a framework of ordinances, statutes, laws and court decisions. Don't worry! We'll help you with this through our Field Training Officer (FTO) process. Our Officers are required to use individual judgement with wide latitude in decision making processes.

Our Officers normally work under moderate physical demand while on patrol, however, may be subject to strenuous physical effort in the pursuit, apprehension and control of resisting individuals. We do have an equipment room on sight and a wonderful H-Town gym downtown for those who want to 'trim the fat' or stay in shape. They are also subject to all traffic and weather conditions while patrolling and responding to emergencies. As beautiful as it is up here we, unfortunately, cannot control the weather but the number of good days more than make up for the bad! The workload of the town and community require that the Appointee be available for on-call, overtime and changes in schedules to fill in for training, vacations, sick leave, etc.

Successful Applicants must show they can work with many partner organizations and maintain the public trust and partnerships built by the previous and current Police Officers. Being in such a rural area means that we rely on other departments/agencies for their cooperation so being a team player is a must!



DUTIES AND RESPONSIBILITIES

PLEASE SEE FULL JOB DESCRIPTION FOR MORE INFORMATION

PATROL RESPONSIBILITIES

- Patrols on foot or in patrol car within the corporate limits to establish community partnerships and preserve the peace.
- Responds to emergency situations, takes proper safety precautions, anticipates unsafe circumstances, and acts accordingly to prevent accidents.
- Responds to dispatch calls and investigates citizen complaints and reported breaches of the peace.
- Performs preliminary investigations at crime scenes, traffic accident scenes, disturbances, etc.
- May establish traffic surveillance to observe and apprehend violators of traffic ordinances and statutes.
- Prepares citations and summonses necessary to charge individuals with violations of ordinances, statutes and laws
- May make arrests and take suspects into custody.
- Appears in municipal, county and district courts to offer testimony relative to the investigation and charging of individuals
- Prepares a variety of routine and non-routine reports and records necessary information for the reporting of specific criminal and non-criminal incidents, etc.
- Offers assistance to citizens of and visitors to Hayden including the giving of directions and information, calling for vehicular roadside assistance, locating lost children, etc.
- Attends and participates in prescribed courses of classroom instruction and field exercises to improve one's abilities as a police officer.
- Receives case assignments relative to felonious crimes reported within Hayden and misdemeanor and petty crimes not cleared through preliminary investigations. May be assigned to specialty areas.
- Performs follow-up investigation(s) including the collection, preservation and analysis of physical evidence, the interviewing of witnesses and suspects, the surveillance of suspects, the checking of suspect backgrounds and statements, etc.
- Works with outside law enforcement jurisdictions and agencies as necessary for the continuing investigation of cases, suspects, and/or to gather criminal intelligence data.
- Confers with the district attorney's staff in the investigation of cases and the preparation of criminal charges.
- Testifies in courts relative to the facts of cases and investigations, the custody of evidence, etc.
- May counsel parents and juveniles relative to juvenile cases. Work with environmental settings, etc., as provided by the Colorado Children's Code.
- Other duties as may be assigned by Supervisors



THE OPPORTUNITY & IDEAL CANDIDATE

Are you dedicated to and passionate about making a positive impact in the community and the lives of others? Are you passionate about law enforcement? We are looking for diverse problem solvers with a desire to effect positive change within our community. The Town of Hayden is the heart of the Yampa Valley with close proximity to Steamboat Springs, 'Ski Town USA'. The core values of every employee at the Town of Hayden are professionalism, accountability and respect. Hayden is evolving into an attractive business location and tourist destination and provides the unique opportunity to be part of a small, tightly-knit and progressive organization. The ideal candidate is professional, motivated and seeking new challenges and opportunities in a thriving community. If you are committed to excellence, high quality service delivery, leadership development and a terrific place to work, this may be the opportunity for you! Our Officers protect the lives, safety, health, welfare and property of individuals within the corporate limits of Hayden by enforcing municipal, state and federal ordinances, statutes and laws. The ideal candidate is someone who wants to integrate into a small town, to grow roots for their family and to be a part of something bigger in life, something that will last a lifetime. Successful Candidates will be assigned to the Patrol Division and/or special assignments necessary to protect and serve the citizens of the Town of Hayden.

BENEFITS AND APPLICATION PROCESS

The starting wage range for Police Officer I is \$24.62/hr-\$31.38/hr. +DOQ plus excellent benefit package. Applicants must be 21 years of age, hold a valid CO Driver's License at the time of hire, and have a High School diploma or equivalent, college preferred. Colorado Peace Officer Certification (P.O.S.T.) is required before hire date for Police Officer I.

Police Officer Recruit. The starting wage is 19.18/hr plus excellent benefit package. Police Officer Recruit must pass the Colorado POST Academy and the required POST Testing in addition to all the other requirements of Police Officer I. Applicants must have no prior felony convictions and pass an extensive screening and background investigation. This position involves shift work, on-call, high stress and public contact. Applications must be submitted to Deputy Town Clerk Andrea Salazar at Andrea.Salazar@haydencolorado.org, or mailed to Hayden Town Hall, 178 W Jefferson, P.O. Box 190, Hayden, CO 81639. Resumes will not be accepted in lieu of the application, but should be submitted in addition. Position open until filled.

Town of Hayden is an Equal Opportunity Employer: all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability or veteran status. This job description is not a contract, but merely an overview of the various job duties and skills needed to perform the job. The description is not intended to be contractual commitment of the Town of Hayden, and will not be construed as such by any employee or potential employee. The Town of Hayden has the right to change, supplement, or revoke the description at any time without notice. No permanent employment for any term is intended or should be implied from the statements contained in the job description.