



TOWN OF HUDSON

50 South Beech Street, P.O. Box 351, Hudson, CO 80642

Phone: (303)536-9311 Fax: (303)536-4753

www.hudsoncolorado.org

Job Description

POSITION:	Reserve/ Part-Time Police Patrol Officer
DEPARTMENT:	Police Department
CLASSIFICATION:	Part-time, On-call
SALARY RANGE:	\$10.00 - \$15.00 hour
BENEFITS:	None, except Workers Compensation while On-duty.

JOB SUMMARY:

Reserve Part-Time Police Officers are an augmentation in support of the Hudson Police Departments mission to provide professional and competent police related services to our citizens. Part-Time Reserve Police Officers are assigned to the Patrol Bureau which comprises the largest number of sworn officers in the Police Department and performs basic law enforcement duties as outlined below.

ESSENTIAL DUTIES AND RESPONSIBILITIES: *The following statements are illustrative of the essential functions of the job and do not include other nonessential or peripheral duties that may be required. The Town of Hudson retains the right to modify or change the duties or essential functions of the job at any time.*

- Must have a valid Driver's License
- Must have a Colorado Peace Officer Certification
- Must be able to obtain current firearms qualification
- Must be able to obtain current CPR qualification
- Must have the ability to perform animal control and code enforcement functions
- Must be able to handle complex decisions appropriately
- Must have outstanding public relations skills
- Must be able to perform tasks in all weather conditions
- Must be able to withhold confidential information from the public
- Must not of consumed any illegal substances listed under sections 18-18-203 –18-18-207 within the last year
- Must not have consumed marijuana, or marijuana concentrates within the last six (6) months
- Must have flexibility with the work hours needed for the safety of the town

EXPERIENCE AND TRAINING:

Minimum Education:

- This position requires a High School Diploma
- A Degree in any course of study from an accredited College or University is highly desirable but not required.

Special Training, Certifications or Experience:

- Must be a minimum of 21 years of age.
- Must be a legal resident of the United States or able to legally work in the United States.
- Must possess a valid Colorado Driver's License.
- Must possess a current Colorado Peace Officers Standards and Training Fully Certified or Reserve certification.

Work Experience: Experience in Police work is not required. However, applicants with previous law enforcement experience are considered highly desirable.

Other Requirements: Completion of an extensive hiring process must be successfully completed, which will include the following at a minimum:

- Written Intelligence Test
- Verbal Assessment Panel
- FBI/CBI Fingerprint Clearance
- Pre-Employment Psychological Examination
- Medical Clearance Examination to include a Drug Screen
- Pre-Employment Background Investigation

Additional Hiring conditions may include:

- Oral Board assessment
- Post-Offer Psychological Examination
- Polygraph or other Integrity Assessment Examination
- Chief of Police Interview

REPORTING RELATIONSHIPS:

This position reports to the Chief of Police or the Patrol Supervisor.

KNOWLEDGE, SKILLS AND ABILITIES:

- Understand and apply the basic municipal ordinance contents and the ability to learn, understand and apply the Hudson Municipal Code
- Ability to work with a wide variety of people including other law enforcement entities
- Develop and maintain respectful relationships with citizens
- Provide fair and consistent interpretations and enforcement
- Exhibit flexibility where possible without compromising public safety
- Maintain composure while taking command and restoring control in volatile situations
- Foster mutually supportive relationships with all partner entities
- Ability to remain calm and professional in tense situations
- Ability to communicate effectively both verbally and in writing
- Ability to prepare reports in a clear, concise, and organized manner
- Ability to make reasonable judgements and work under limited supervision
- Ability to adapt to changes in work environment, manage demand for service, changes approach or method to best fit situation
- Ability to operate a town vehicle in adverse weather conditions
- Ability to work call-back or stand by
- Ability to troubleshoot problems in the field and over the phone; investigate, review and analyze criminal statistical data, develop effective measures to ensure effectiveness and efficiency with the office and complete crime reports as required

PHYSICAL DEMANDS:

Must be able to perform tasks commonly associated with law enforcement, animal control, and code enforcement activities.

OTHER REQUIREMENTS:

- Foster a close and cooperative working relationship with the Hudson Fire Protection District, RE3J School District, and other governmental agencies
- Participate, implements, and develops programs in crime prevention and public education programs to enhance law enforcement and community relations
- Able to establish and maintain effective working relationships with other Town officials, employees, county, state and federal authorities, civic leaders, and the public
- Patrol town streets responding to citizen complaints or observed violation and determines appropriate actions
- Mediate neighborhood complaints: determine if a violation has occurred; gathers evidence and completes the complaint with a warning or summons as appropriate
- Conduct follow up to cases, writes formal reports, and testify in court
- Capture, secure, and transport animals to a secure facility
- Troubleshoot animal behavior problems in the field; investigates and quarantines domestic animal bites; promotes responsible pet ownership
- Ensure that Office equipment is well maintained and accounted for
- Enforce municipal codes related to property maintenance
- Enforce traffic laws including parking violations

EQUAL OPPORTUNITY EMPLOYER:

The Town of Hudson is a drug-free workplace that provides employment opportunities in compliance with all pertinent federal, state, and local laws and Town values that promote employee participation in the delivery of quality services to and on behalf of the community. Accordingly, the Town is an Equal Opportunity Employer.

Application Instructions:

This hiring process is to establish an eligibility list of candidates to fill projected vacancies within the department.

Please visit <https://hudsoncolorado.org/DocumentCenter/View/2616/Employment-Application>
<https://hudsoncolorado.org/DocumentCenter/View/2690/Background-Consent-Form->

Applications must be received by **Open Until Filled**. Please forward your completed Application and Resume via one of the following methods: jhirokawa@hudson-colorado.org
nbrick@hudson-colorado.org

