

The Maryland-National Capital Park and Planning Commission

TITLE: Park Police Officer Candidate GRADE: PC-1 DATE: 11/13/2024
SERIES: Park Police Group CODE: 1001 EEO: Protective Service FLSA: Non-Exempt

Class Definition:

This is the entry-level position. Incumbents undergo formalized training in law enforcement methods and procedures both in the classroom and in the field and participate in formal training courses leading to certification in basic law enforcement and graduation from a Maryland Police and Correctional Training Commission-approved facility as a police officer. Candidate is assigned to an Entrance Level Training Class and instructed in a variety of subject matter for varying lengths of time. Officer proficiency is measured through written, oral and practical examinations; the cumulative total of which will normally determine an incumbent's retention as a police officer at a level immediately above Park Police Officer Candidate. Instructions are explicit and supervision is provided continuously.

Candidate training will include skills to maintain public peace, protect life and property, enforce laws, and conduct investigations in accordance with county, state and federal laws; training on how to utilize police systems and equipment including firearms, criminal justice information systems, standard weapons and equipment. Immediately after graduation, officers will be assigned to senior officers who will further their training as a park police officer. Contacts are primarily internal and with the public for the purpose of providing information, explaining procedures or requirements, or to determine if any law enforcement measures or police actions are required and must be performed in a tactful and conscientious manner. Work contributes to the accuracy, reliability, and acceptability of products, services, and outputs of functions, operations or programs, or serves the public; and consists of related procedures and information on which to act on is obtained by close examination or by referring to readily available sources. Performs other duties, as assigned.

Examples of Important Duties:

- Attends class, prepares lessons, learns geography of county, participates in exercises and takes required examinations.
- Learns theories and operations, how to conduct investigations, safe driving, negotiation techniques, communications strategies, basic criminal psychology, and firearms training.
- Participates in exercises that focuses on building muscle and stamina including combat fighting techniques, defensive tactics, and disabling or restraining multiple attackers as well as disarming them.

Important Worker Characteristics:

- A. Knowledge of, and skill to (1) utilize issued equipment not limited to lethal and non-lethal weapons; (2) properly and effectively employ use of force, de-escalation and tactical decision making; and (3) acquire knowledge of the County geography and Commission property.

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- B. Skill and ability to (1) read and understand Federal, State and County criminal and traffic laws, Commission Practices, functions and rules and regulations; (2) read technical literature, organizational structure and functions, and division written directives (e.g., General Orders, Field Operations Manual); (3) complete routine forms and records; (4) apply law enforcement methods and procedures and take other appropriate actions as need dictates; (5) handle sensitive public contacts; (5) personal integrity, attention to detail, emotional stability; and (6) physically fit.
- C. Skill in problem solving to select, organize and logically process relevant information (verbal, numerical or abstract) to solve a problem. Examples include applying principles to solve practical problems; analyzing problems and taking appropriate actions under stress.
- D. Skill in communication to understand verbal and written information (including facts, descriptions and ideas) and to express such information so that others will understand. Examples include communicating clearly and courteously with the public; and providing customer service.
- E. Interpersonal skills to interact effectively with contacts in a businesslike, customer service-oriented manner; this includes skill in establishing and maintaining effective working relationships, working as a member of a team.
- F. Skill and ability to operate body worn cameras, in car camera systems and other technology assigned; operate various types of assigned vehicles and equipment under emergency conditions and during stressful times and situations.

Minimum Qualifications (MQs):

- 1. High school diploma or Certificate of General Educational Development (GED).
- 2. Age requirements in accordance with the Maryland Police and Correctional Training Commission (currently age 21 by graduation from academy).
- 3. United States Citizen by birth or naturalization.
- 4. Successfully pass background investigation and pre-employment medical requirements.
- 5. Successfully pass commission's written exam and oral board for park police officer candidates.
- 6. Valid driver's license in accordance with both State and Commission rules and regulations. Driver's license must be unencumbered by restrictions, revocations, suspensions, or points that could limit the employee's ability to drive Commission vehicles or perform driving duties required by the position of assignment.

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Working Conditions:

Works inside and outdoors in varying weather conditions. May work rotating shifts including evenings, weekends and holidays. May be required to use protective clothing or gear such as masks, gowns, coats, boots, goggles, gloves, or shields. Work involves moderate risk requiring exercise of safety precautions when working around hazardous materials such as, explosives, infectious biological materials, and others that pose a moderate risk of exposure; also involves moderate risk and discomfort when working outdoors without shelter or operating vehicles for extended periods of time over rough terrain. Requires occasional strenuous physical effort such as repeated standing, bending, climbing, crouching, running, and lifting objects up to 150 pounds.