



# St. Petersburg Police Reserve Unit

Thank you for your interest in the position of reserve police officer with the St. Petersburg Police Department. The St. Petersburg Police Department is a progressive police department dedicated to providing its residents with the best in law enforcement. This is reflected in our mission statement and department tenets of respect, accountability and integrity. The St. Petersburg Police Department has been accredited with CALEA since 1985.

The St. Petersburg Police Reserve Unit originated in 1941 to supplement regular police personnel. The unit operates as part of the Uniform Services Bureau, under the direction of the Assistant Chief of the Uniform Services Bureau, through the Reserve Unit liaison (Special Events Sergeant). Applicants must meet the same hiring standards as full time police officers.

All members of the reserve unit are required to work a minimum of sixteen (16) hours per month, forty-eight (48) hours per quarter and one hundred ninety-two (192) hours per fiscal year. Attendance at the monthly meetings is mandatory unless excused by the member's chain of command. Attendance at monthly meetings is included in the minimum hours requirement. Members of the reserve unit are also required work three (3) Special Events per year. Special Events include events such as the city co-sponsored parades, festivals, and sporting events.

Reserve Cadets and Officers are classified as "non-compensated" employees of the City of St. Petersburg, therefore they do not receive payment for their work. Members are however, reimbursed for uniform cleaning expenses at a rate of two dollars (\$2.00) per hour. Uniforms and equipment are provided by the City of St. Petersburg.

Membership is granted by approval of the Chief of Police and Reserve Unit Board of Directors.

## Classifications

**Reserve Cadets** are those who are awaiting enrollment in or are in the process of completing Police Academy training.

**Probationary Reserve Police Officers** are those who have completed Police Academy training and have passed their State Law Enforcement Officers' Examination and are working to complete the Field Training Program.

**Reserve Police Officer I** are those who have successfully completed phase I and II of the Field Training Program. The authority of a Reserve Officer I is limited "junior partner" roles. Their authority is limited to on-duty hours.

**Reserve Police Officer II** are those members who were sworn employees and have retired from the St. Petersburg Police Department and those members who have successfully completed Police Academy training, the State Law Enforcement Officers' Examination and the entire Field Training Program. These members can be assigned to any police task. Their law enforcement authority is 24 hours a day.

## **Requirements**

The selection of competent personnel for reserve police officer positions is essential to provide for the safety and protection to which the public is entitled.

The purpose of establishing selection standards is to define (as clearly as possible) the kind of individual who can best serve the citizens of St. Petersburg.

Selection Standards can be viewed at ( <http://www.stpete.org/police/employment/officer.html> ).

All applicants for the position of reserve police officer with the City of St. Petersburg must successfully complete:

- A polygraph examination
- A vocational assessment / psychological evaluation (test & interview)
- A physical abilities test
- A physical examination and controlled substance test
- A background investigation

In addition to completing a Personal History Questionnaire, a series of forms must be completed and submitted together for your application packet to be considered complete. Failure to complete all of the forms will delay the employment process from being initiated. Forms can be viewed/obtained at ( <http://www.stpete.org/police/employment/employment-forms.html> ).

## **St. Petersburg Police Department Sworn Employees Retiring (or Full Time Resignation)**

Current full time sworn St. Petersburg Police Department employees desiring to become Reserve Police Officers must complete a memorandum to the Chief of Police, submitted prior to the employees' retirement/full time resignation date, via the employees' chain of command. If there is **any** break in service from the retirement/full time resignation date to the Reserve Unit transfer date, the employee must re-apply as well as pass the background, medical and polygraph portions of the application process.

## **Inquiries**

Additional information can be obtained by contacting the Police Reserve Unit Liaison at 727-893-7170 or visit us at [www.stpete.org/police/publicinterest/reserve-overview.html](http://www.stpete.org/police/publicinterest/reserve-overview.html) .

Applications are available and received at the City of St. Petersburg Employment Office on the 4<sup>th</sup> floor of the Municipal Services Center Building at One 4<sup>th</sup> Street North, St. Petersburg, Florida, 33701, 727-893-7272. Applicants should note at the top of application that they are applying for the position of "Reserve Police Officer."

Applications, Selection Standards, and related forms can also be found on-line at <http://www.stpete.org/police/employment/officer.html> or available at the St. Petersburg Police Department Training Division (1301 1<sup>st</sup> Avenue North).