

# **CLIFTON POLICE DEPARTMENT RECRUITMENT PLAN**

## **GOALS and OBJECTIVES:**

The goal of the Clifton Police Department Recruitment Plan is to attract qualified individuals to pursue a career with the Clifton Police Department. The objective is to achieve an overall racial and gender composition and gender diversity of the department in comparison to the service population of the City. This agency will make a good faith effort to meet specific goals for recruiting a diverse workforce, in terms of people of color and gender diversity. The goals and objectives will be accomplished through various recruitment activities listed in the Recruitment Activities section of this plan.

## **GENERAL:**

The Clifton Police Department is a New Jersey Civil Service Commission jurisdiction and must adhere to New Jersey State Statutes and Administrative Code in its recruitment and selection process.

Clifton has a residency preference in all hiring matters. Applicants must be a bona fide resident of Passaic or Essex Counties. Applicants must be continuous residents of Passaic or Essex Counties from the closing date of the New Jersey Department of Personnel Law Enforcement Test until the completion of the working test probationary period.

Clifton is an equal opportunity employer in all facets of the personnel process.

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| <b>CITY OF CLIFTON DEMOGRAPHICS CHART</b>         |                   |               |                                             |             |                                              |           |
|---------------------------------------------------|-------------------|---------------|---------------------------------------------|-------------|----------------------------------------------|-----------|
| <b>Data is based on the<br/>2020 Census Count</b> | <b>POPULATION</b> |               | <b>CURRENT SWORN<br/>OFFICERS<br/>TOTAL</b> |             | <b>CURRENT SWORN<br/>OFFICERS<br/>FEMALE</b> |           |
|                                                   | <b>#</b>          | <b>%</b>      | <b>#</b>                                    | <b>%</b>    | <b>#</b>                                     | <b>%</b>  |
| <b>RACE / ETHNICITY</b>                           |                   |               |                                             |             |                                              |           |
| <b>WHITE</b>                                      | <b>39,250</b>     | <b>43%</b>    | <b>116</b>                                  | <b>71%</b>  | <b>5</b>                                     | <b>3%</b> |
| <b>BLACK or AFRICAN<br/>AMERICAN</b>              | <b>3,899</b>      | <b>4%</b>     | <b>9</b>                                    | <b>5%</b>   | <b>1</b>                                     | <b>1%</b> |
| <b>HISPANIC - ANY RACE</b>                        | <b>36,159</b>     | <b>40%</b>    | <b>33</b>                                   | <b>20%</b>  | <b>2</b>                                     | <b>1%</b> |
| <b>AMERICAN INDIAN OR<br/>ALASKA NATIVE</b>       | <b>89</b>         | <b>&lt;1%</b> | <b>0</b>                                    | <b>0%</b>   | <b>0</b>                                     | <b>0%</b> |
| <b>ASIAN</b>                                      | <b>8,414</b>      | <b>9%</b>     | <b>2</b>                                    | <b>1%</b>   | <b>0</b>                                     | <b>0%</b> |
| <b>NATIVE HAWAIIAN OR<br/>PACIFIC ISLANDER</b>    | <b>14</b>         | <b>&lt;1%</b> | <b>0</b>                                    | <b>0%</b>   | <b>0</b>                                     | <b>0%</b> |
| <b>SOME OTHER RACE<br/>ALONE</b>                  | <b>607</b>        | <b>1%</b>     | <b>4</b>                                    | <b>2%</b>   | <b>0</b>                                     | <b>0%</b> |
| <b>POPULATION OF TWO<br/>OR MORE RACES</b>        | <b>1,864</b>      | <b>2%</b>     | <b>0</b>                                    | <b>0%</b>   | <b>0</b>                                     | <b>0%</b> |
| <b>TOTAL</b>                                      | <b>90,296</b>     | <b>100%</b>   | <b>164</b>                                  | <b>100%</b> | <b>8</b>                                     | <b>5%</b> |

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**RECRUITMENT ACTIVITIES:**

**Activity #1:** When applicable, contact the State of New Jersey Civil Service Commission and obtain the “Rice list” of eligible officers who were laid off from other jurisdictions.

Activities include, but are not limited to:

Conducting interviews with eligible laid off officers in an effort to employ such officers as to meet the agency’s recruiting goals.

**Activity #2:** Utilize the current Consent Decree as agreed upon between the City of Clifton and the NAACP dated August 1991 (Appendix #1).

**Activity #3:** Identify and maintain contact with local minority organizations and social support groups including, but not limited to educational, religious, ethnic, racial, and gender-based organizations.

- Activities include, but are not limited to:
- Provide recruitment brochures and materials to educational, religious, ethnic, racial, and gender-based organizations.
- Contact the local Board of Education to seek permission to address high school students to interest them in a career with the agency following completion of their formal education.
- Attend Career Days at local schools and community colleges.
- Draft, print, and distribute informational brochures that may attract qualified candidates to the agency.
- Make maximum use of the Clifton Website to attract qualified candidates to the agency.

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**ANNUAL REVIEW, EVALUATION AND REPORTING**

- The Chief of Police, or designee, shall conduct an annual review of the Recruitment Plan and shall include, but not limited to, performing an annual agency demographic review, determining whether any substantial disparities have been reduced, and if need be, revising the Recruitment Plan accordingly if the goals and objectives are not met.
- N.J.S.A. 52:17B-4.10 et seq requires that each law enforcement agency must report certain law enforcement applicant data annually by January 31<sup>st</sup> for the preceding year. The data required to be reported is listed in the New Jersey Attorney General Guideline “Promoting Diversity in Law Enforcement Recruiting and Hiring” in Paragraph III.

<https://www.nj.gov/oag/dcj/agguide/directives/ag-Guidelines-Diversity-in-LE-Recruiting-and-Hiring.pdf>

- The reporting form can be found at:

<https://www.nj.gov/oag/dcj/agguide/directives/Appendix-A.xlsx>