



NORTH BRUNSWICK POLICE DEPARTMENT

710 Hermann Road, North Brunswick, NJ 08902

Police Director Joseph A. Battaglia

732-247-0922 x400 Fax 732-220-0761

Thank you for your interest in becoming a Police Officer with the North Brunswick Police Department.

Please be advised that North Brunswick is a New Jersey Civil Service jurisdiction, and the hiring process differs from non-Civil Service agencies. Candidates must meet all New Jersey Civil Service Commission requirements, including residency. Applicants must be residents of North Brunswick at the time of testing and must maintain residency through the date of appointment.

The New Jersey Civil Service Commission administers the Law Enforcement Examination once each year. Interested candidates should visit the New Jersey Civil Service Commission website for examination dates, eligibility requirements, and application procedures.

Additionally, individuals who have participated in the Alternate Route Program by self-sponsoring their attendance at a New Jersey police academy and who have graduated or are scheduled to graduate, and who have not been appointed by another law enforcement agency, are invited to submit their resume to Detective Adrian Ailey at 710 Hermann Road, North Brunswick, NJ 08902.

We appreciate your interest in the North Brunswick Police Department, one of the finest law enforcement organizations in the State of New Jersey.

Sincerely,

A handwritten signature in black ink, appearing to read "J. Battaglia", with a long horizontal line extending to the right.

Director J Battaglia

North Brunswick Police Department

NORTH BRUNSWICK POLICE DEPARTMENT RECRUITMENT PLAN

GOALS and OBJECTIVES:

The goal of the North Brunswick Police Department Recruitment Plan is to attract qualified individuals to pursue a career with the North Brunswick Police Department. The objective is to achieve an overall racial and gender composition of the department in comparison to the service population of the Township through the departments recruiting activities. 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 North Brunswick 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 for full time sworn officers.

North Brunswick has a residency preference in all hiring matters. Applicants must be a bona fide resident of North Brunswick at the time of the closing date of the New Jersey Civil Service Commission Law Enforcement Officer Test and maintain such residency to their appointment date. Once North Brunswick residents have been exhausted from the Civil Service Certification List, Middlesex County residents are then provided with preference. If the Middlesex County list is exhausted, applications will be open to residents of the State of New Jersey.

The Township of North Brunswick is an equal opportunity employer in all facets of the personnel process.

**NORTH BRUNSWICK POLICE DEPARTMENT
RECRUITMENT PLAN**

CURRENT DEMOGRAPHICS:

The demographics composition of the service area and agency are represented in the following table:

NORTH BRUNSWICK TOWNSHIP						
Data is based on the 2020 Census Count	POPULATION		CURRENT SWORN OFFICERS TOTAL		CURRENT SWORN OFFICERS FEMALE	
RACE / ETHNICITY	#	%	#	%	#	%
WHITE	12,614	29%	60	73%	2	2%
BLACK or AFRICAN AMERICAN	7,737	18%	8	10%	0	0%
HISPANIC - ANY RACE	10,676	24%	10	12%	0	0%
AMERICAN INDIAN OR ALASKA NATIVE	75	<1%	0	0%	0	0%
ASIAN	11,212	26%	0	0%	0	0%
NATIVE HAWAIIAN OR PACIFIC ISLANDER	1	<1%	0	0%	0	0%
SOME OTHER RACE ALONE	447	<1%	4	5%	2	2%
POPULATION OF TWO OR MORE RACES	1,143	3%	0	0%	0	0%
TOTAL	43,905	100%	82	100%	4	5%

NORTH BRUNSWICK POLICE DEPARTMENT RECRUITMENT PLAN

RECRUITMENT ACTIVITIES:

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 within the Township.

Activity #1: 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 and other group promoting employment opportunities.
- Draft, print, and distribute informational brochures that may attract qualified candidates to the agency.
- Make maximum use of the North Brunswick Township Website to attract qualified candidates to the agency.

Activity #2: Advertise on the North Brunswick Township Police Department's *Facebook* page and other social media platforms, as well as any other appropriate media market, for persons meeting eligibility requirements.

Activity #3: When applicable, contact the State of New Jersey Civil Service Commission and obtain the "Rice list" of eligible officers who were laid off from North Brunswick Township and other jurisdictions.

Activities include, but are not limited to:

Conducting interviews with eligible laid off officers to employ such officers as to meet the agency's recruiting goals.

Activity #4: Make maximum use of the State of New Jersey Civil Service Commission Intergovernmental Transfer Program.

Activities include, but are not limited to:

- Post future openings for sworn positions with the State of New Jersey Intergovernmental Transfer Program website.

NORTH BRUNSWICK POLICE DEPARTMENT RECRUITMENT PLAN

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 31st 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>