
Special Assignment Selection and Rotation

1004.1 PURPOSE AND SCOPE

Discretionary **MODIFIED**

The purpose of this policy is to establish the procedures and standards of selection for special assignments within the ranks of the Indio Police Department. This policy will also establish the length of assignment for certain rotational positions.

1004.1.1 GENERAL REQUIREMENTS

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The following requirements will apply for those members who wish to be considered for special assignments:

- (a) Minimum of 18 months experience with the Indio Police Department (Can be waived by the Chief of Police)
- (b) Meets standards or better performance rating on last evaluation
- (c) Not currently be on any type of performance improvement plan
- (d) Be able to successfully complete any training necessary for the assignment as required by P.O.S.T. or law

1004.2 SELECTION PROCESS

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The Chief of Police may employ any or all of the following to assist in the selection of the best qualified candidate:

- (a) Memorandum of interest
- (b) Written test
- (c) Oral exam interview
- (d) Assessment center
- (e) Appointment by the Chief of Police
- (f) In-house supervisory assessment
- (g) Review of Personnel and Division Files

1004.2.1 QUALIFICATIONS AND TRAINING

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The following are some of the factors that should be considered in evaluating members for special assignments:

- (a) Initiative
- (b) Education
- (c) Training

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- (d) Experience

1004.3 ROTATIONAL ASSIGNMENTS

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The following positions are considered rotational special assignments. These assignments will have a specific starting and ending date and are not considered permanent. A rotation into these assignments are considered a transfer and not a promotion.

- (a) MCU/SCU Detective - 5 years
- (b) Motor Officer- 5 years
- (c) Quality of Life Officer - 5 years
- (d) School Resource Officer - 3 years
- (e) K-9 Officer - 5 years or the service life of the canine
- (f) Task Force Officers are assigned to a task force for generally 3 years but may vary based on assignment.

1004.4 NON-ROTATIONAL ASSIGNMENTS

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These assignments are designed to provide training and/or technical services for the department. The following special assignments are not rotational and will not have a specific end dates with the exception of FTO or CTO.

- (a) Field Training Officer (2 year assignment which may be extended by the Chief for 1 year increments based on department needs)
- (b) Rangemaster/Firearms Instructor
- (c) Defensive Tactics Instructor
- (d) First Aid/CPR Instructor
- (e) Department Armorer
- (f) Drug Recognition Expert
- (g) Desert Regional SWAT Member (The selection for this assignment will include whatever process is determined by the team's Executive Board and will not necessarily follow the guidelines outlined in this policy.)
- (h) Communications Training Officer (2 year assignment which may be extended by the Chief for 1 year increments based on department needs)

1004.5 SPECIAL ASSIGNMENT APPOINTMENT

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Special assignment appointments are made at the discretion of the Chief of Police or his designee. Special assignment appointments are not promotions. This policy is intended to address normal department needs and any portion may be waived by the Chief of Police for temporary assignments, emergency situations or to meet training needs. Department members should refer to their respective Memorandum of Understanding when determining what positions may qualify for special compensation. The fact that position may be listed in the policy does mean that it qualifies.