



Eau Claire **POLICE**

★ ★ ★ *Serving Since 1872* ★ ★ ★



HONESTY/INTEGRITY | DIGNITY/RESPECT | COMMITMENT | SERVICE/CARING | PROFESSIONALISM | LAWFUL BEHAVIOR

If you are looking for a career that puts a high value on integrity, commitment, caring, and common sense, this brochure can help you make an important decision. Within the following pages you will gain an insight into the many interesting aspects of police service and the kind of life that the police career offers you.

Certainly, the police service presents its challenges, but few other avenues provide the same potential for accomplishment and satisfaction. If you are prepared to enjoy your career, share your abilities, and commit to community service, then we invite you to join the Eau Claire Police Department — a department dedicated to providing the best of police services to the City of Eau Claire, Wisconsin.

“In partnership with our community.”

COMMUNITY

Eau Claire is located in west central Wisconsin approximately 90 miles east of the Twin Cities and was incorporated in 1872.

The City has a resident population of approximately 65,800. Approximately 68% of the total population of Eau Claire County resides within the city limits. The community has experienced strong growth over the past decade. Although the city continues to grow, Eau Claire retains a small town quality with tree-lined streets and 644 acres of park land.

The Eau Claire community is a highly desirable place in which to live for many reasons. It is known for its excellent schools, recreation, beautiful environment and family life. People are friendly and it is generally a low crime area. There are many cultural activities available in Eau Claire and 90 miles away in the Twin Cities area. Housing is available and affordable.

Eau Claire is situated at the confluence of the Eau Claire and Chippewa Rivers, which were used as transportation by the loggers who settled in the area in the 1840's. The logging boom has since died, but the economic stream in Eau Claire continues to grow. Today, Eau Claire is a regional center for health and professional services, the arts, education, trade, and industry.

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THE MISSION OF THE EAU CLAIRE POLICE DEPARTMENT IS TO ENHANCE THE QUALITY OF LIFE IN EAU CLAIRE BY PARTNERING WITH THE COMMUNITY TO SOLVE PROBLEMS, REDUCE CRIME AND DISORDER, SAFEGUARD INDIVIDUAL RIGHTS, AND IMPROVE PUBLIC SAFETY.



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LAW ENFORCEMENT: IT'S NOT JUST A JOB—IT'S A CAREER!

From the very beginning, you will find that being a police officer is more than a simple eight-hour job. It is one of the most demanding careers you could ask for, yet the sense of self-respect and personal satisfaction it can bring makes it one of the most rewarding.

Essential to police work are the traditions of keeping the peace, protecting life and property, and dealing with crime and criminals. But, the total concept of police work now, and in the future, is far wider. Modern police work requires adaptability to change as society changes in order to remain responsive to the total needs of the community.

Eau Claire is served by 100 sworn police personnel. The Eau Claire Police Department has developed a tradition of hiring highly motivated, career-oriented personnel. The combined spirit and dedication of past and present members of the Eau Claire Police Department is necessary to maintain the trust, confidence, and support of our community.

If you can meet the challenge of a lifetime, then your next step towards a law enforcement career with the Eau Claire Police Department is the selection process.

SELECTION PROCESS

Selection of police officers for the City of Eau Claire entails a process of choosing only the best-qualified and professional persons for employment. The ideal applicant is a responsible individual with the ability to communicate effectively with the public. Interested persons must first meet the listed qualifications before applying:

EDUCATION / EXPERIENCE: Graduate of an applicable accredited high school (or proof of high school equivalency, such as GED certificate.) An applicant with the Eau Claire Police Department shall possess a minimum of 60 post high school semester credits at the time of appointment.

VALID DRIVER'S LICENSE: Must be listed on the application at the time of application.

CITIZENSHIP: United States citizenship and/or proof of naturalization are required. Persons born outside of the United States or its possessions must show proof of citizenship at the time of application.

CRIMINAL HISTORY: As a minimum, must not have been convicted of a felony.

HOW TO GET STARTED: Anyone who meets these qualifications should visit the Department of Human Resources web site: www.eauclairewi.gov/jobs If an active recruitment is occurring, the JOB OPPORTUNITY will be listed on this page. If a listing does not appear, you may fill out a JOB INTEREST CARD to be notified when the next recruitment will begin. Applicants will be notified of the place and time to report for the Written Examination and Physical Aptitude Test.

WRITTEN EXAMINATION / PHYSICAL APTITUDE TEST: All applicants must first take a multiple choice examination that includes both a cognitive (i.e. problem solving) component, as well as an attitude/personality component. This will be followed by a short written exercise, which serves as a means of assessing the ability of the applicant to express his or her thoughts in a meaningful way under time constraints. Each portion of the written examination will be timed and the entire written test will be completed in under two (2) hours.

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(Selection Process continued)

Immediately following the written examination, all candidates will be assigned a time slot they will be participating in the Physical Aptitude Test, which will be held on the same day as the written examination. The Physical Aptitude Test has five (5) pass/fail categories. The candidate must pass each event to advance on to the next phase of the hiring process.

Because both the Written Examination and Physical Aptitude Test are held on the same day, and because there may not be an appropriate venue to change clothing, applicants should arrive at the Written Examination dressed in their athletic apparel.

PERSONALITY EVALUATION / 1ST ORAL INTERVIEW: Applicants who pass the Written Examination and the Physical Aptitude Test will advance to the next step of the selection process: the Personality Evaluation and Oral Interview. The Personality Evaluation will be administered just prior to the applicant's Oral Interview and may be used at a later point in the selection process.

The Oral Interview will be conducted by the Police and Fire Commission as well as designated members of the Eau Claire Police Department. Candidates who successfully complete the oral interview will be placed on an Eligibility List which is certified by the Police and Fire Commission. The names on the list are not ranked in any way.

ELIGIBILITY LIST: Upon certification of the Eligibility List, a copy of the list and application information will be forwarded to the Eau Claire Police Department. The Chief of Police will make appointments to the Department from this list. From this point forward, the Police Department is responsible for further applicant assessment when positions become available. The eligibility list remains in effect until the Chief of Police requests a new hiring process.

2ND ORAL INTERVIEW: When the Eau Claire Police Department is ready to fill a vacant position, Department staff members will review applicant information and schedule a second oral interview for those individuals being considered for hire at that time.

BACKGROUND INVESTIGATION: Prior to any appointment, a detailed background investigation on the applicant will be conducted by the Eau Claire Police Department. Applicants will first be given a Personal History Statement packet that must be completed. The background investigation will also include an integrity interview with the applicant, a check on criminal history and traffic records, present and past employment, educational achievements, recommendations from acquaintances, and numerous other reference checks.

FURTHER TESTING: Prior to employment, candidates will be required to participate and successfully pass a polygraph examination, psychological evaluation, chemical substance screening test, and a physical/medical evaluation. All tests will be at the expense of the City of Eau Claire.

RECRUIT SCHOOL

The Eau Claire Police Department and State of Wisconsin have established rigid qualifications to ensure that its officers are the best trained and qualified individuals available to serve the public's needs. Officers of the Eau Claire Police Department are required to have completed a competency-based law enforcement basic recruit training program in accordance with state law. The basic recruit training is provided locally at the Chippewa Valley Technical College in Eau Claire as well as several other locations throughout the state.

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(Recruit School continued)

Recruit officers will complete a very comprehensive competency-based instruction training program. Officers will receive instruction in State and Federal laws, arrest procedures, firearms, emergency vehicle driving, domestic abuse laws, as well as many other topics.

POLICE TRAINING PROGRAM

ORIENTATION: After the successful completion of Recruit School, the probationary police officer begins the Police Training Officer (PTO) program with the Eau Claire Police Department.

PROBATIONARY PERIOD: If a new employee is currently certified by the Wisconsin Law Enforcement Standards Board, the Departmental probationary period is twelve months, beginning on the date of appointment. If a new employee is not certified, the probationary period begins on the date of appointment and extends twelve months after the date of certification. This period shall not exceed eighteen months from the date of appointment.

POLICE TRAINING PROGRAM: Following Recruit School, the probationary officer will be assigned to Eau Claire Police Department Police Training Officers who will evaluate the performance and progress of the new officer with the field supervisor. During the PTO program, the probationary officer will learn departmental procedures and policies, become acquainted with the court system, and receive intense practical experience with on-the-job training. Emphasis is placed on high standards of personal discipline, integrity, appearance, and conduct. A probationary officer generally participates in the PTO program for a period of fourteen (14) weeks.

ASSIGNMENT: Upon successful completion of the Police Training Officer program, the probationary police officer remains assigned to the Patrol Division. During an officer's career, opportunities for transfer to other assignments within the Department may occur, but none are more challenging and rewarding than that of the officer on patrol.

SPECIALIZED DIVISIONS

The Eau Claire Police Department is comprised of four divisions. the Patrol Division, Detective Division, Administrative Services Division, and the Communication Center.

PATROL DIVISION: The Patrol Division (uniformed officers) is responsible for providing around-the-clock police services to the Eau Claire community, such as crash investigations, traffic law enforcement and in-progress crime investigations. The Patrol Division also includes a Patrol Investigator, K-9 Officer, as well as other specialized assignments.

DETECTIVE DIVISION: The Detective Division (plain clothes officers) is responsible for more detailed follow-up investigations of criminal and related incidents initiated by the Patrol Division. The following are specialty areas within the Detective Division: General Crimes, West Central Drug Task Force, Financial Crimes, Sensitive Crimes, Digital Forensics, School Resource Officers, and Polygraph Examiner.

ADMINISTRATIVE SERVICES DIVISION: This vital division provides necessary assistance to the police officers of the Eau Claire Police Department by acquiring, maintaining and dispersing information both inside and outside the law enforcement network. The Administrative Services Division is broken down into the following areas:

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(Specialized Divisions continued)

- **Court Services:** The Court Officer is assigned to the Administrative Services Division to coordinate Eau Claire Police Department cases with the court system.
- **Property and Evidence:** Civilian Property and Evidence Technicians are responsible for maintaining control of evidence and other found or stolen property.
- **Records Section:** Personnel in the Records Section are responsible for the maintenance of case reports, accident reports, and arrest forms.
- **Special Services Bureau:** Personnel assigned to the Special Services Bureau coordinate the functions of Community Relations, Safety Education, training of officers and other Department personnel.

COMMUNICATIONS CENTER: A countywide Communications Center receives and dispatches all incoming City and County service calls. The Communications Center is responsible for the coordination of service calls received for police, sheriff and fire units in Eau Claire County.

EDUCATIONAL BENEFITS

The Eau Claire Police Department is thoroughly committed to education, emphasizing post-secondary education, continual in-service training, and actively providing opportunity for specialized law enforcement training.

The City of Eau Claire provides ample opportunity for post-secondary education. Officers of the Department are encouraged and supported throughout their career in attaining additional training and education. An incentive pay plan is in place to further encourage educational efforts of all officers.



APPENDIX A: PHYSICAL PERFORMANCE TEST

The test consists of a series of job related activities designed to determine if a candidate possesses the physical ability to function as a police officer. The fitness standards are absolute standards; you must pass each test by the minimal cutoff score. Failure in one test means failure for the entire test.

Candidates taking the Physical Performance Test are required to furnish their own physical fitness attire and towel. Clothing should include a running type shoe, sweat or T-shirt, and shorts or sweat pants.

The test includes the following:

1. AEROBIC CAPACITY (CARDIORESPIRATORY): 1.5 Mile Run – Maximum Time = 16:57 minutes/seconds. Test Method: Candidates will be timed while running a distance of 1.5 miles. The maximum allowable time is listed above.

2. ANAEROBIC POWER (SPRINTING ABILITY): 300 Meter Sprint – Maximum Time = 68 seconds. Test Method: Candidates will be timed while running a distance of 300 meters. Unlike the 1.5 mile run, which is more endurance related, this is meant to be a sprint and should be run as fast as possible. The maximum allowable time is listed above.

3. ANAEROBIC POWER (EXPLOSIVE LEG STRENGTH): Vertical Jump – Minimum Height = 14 Inches. Test Method: Stand directly under the height measurement device with your arm comfortably raised straight up from your shoulder. Use the tip of the middle finger to mark the starting point. Take one step back to plan your rear foot at which time you step forward with your lead foot and jump as high as you can hitting the horizontal markers on the measurement device. You may also stand directly below the marked point and jump straight up if you wish. You will get up to three tries to achieve the minimum height listed above.

4. MUSCULAR ENDURANCE (UPPER BODY): Push-ups – Minimum Repetitions = 23 (one minute). Test Method: The push-up is conducted with the candidate starting in the up position. Candidates must be positioned with their hands and toes as the only contact with the floor. One minute is allowed for a candidate to reach the minimum number of push-ups required. The candidate should touch their chest to the ground. A space of no more than three inches will be allowed, between the chest and the floor, for a push-up to count. The Police Department representative has the final say as to whether the candidate was close enough to the floor.

5. MUSCULAR ENDURANCE (CORE BODY): Sit-ups – Minimum repetitions = 30 (one minute). Test Method: The sit-up is conducted with the candidate lying on their back. Their knees are elevated so that their feet are flat on the floor. Their feet should be just off the edge of a mat, to prevent sliding, and a spotter or the counter will hold down their feet to prevent them from rising off the floor. Hands must be held behind the head with the fingers interlaced. Candidates start in the lying position and pull themselves up so that their elbows touch their knees. A candidate has one minute to reach or exceed the minimum number listed above

6. ANAEROBIC CAPACITY (SPRINTING/AGILITY): Agility run - Maximum Time = 19.5 seconds. Test Method: The agility run (Illinois agility run) is a timed sprint around obstacles. The candidates will start lying face down on the floor with their body behind the start line. On the command to start they will get to their feet and sprint 10 meters out around a cone and then back. The candidates will then serpentine through cones for 10 meters and then back through those same cones. The candidates will end by running out 10 meters around a cone and then back to the starting line. The diagram shows the course. The time for the agility run is listed above.

