

South Portland Police Department

SECOND to NONE



policecareers@southportland.org

Ready to Protect. Proud to Serve.

South Portland

- > Residential Population: 26,000
- > Daytime Population: 100,000
- > Working waterfronts
- > Colleges
- > Historical Landmarks
- > Active recreational areas
- > International Jetport
- > US Coast Guard Sector Northern New England
- > Spring Point Ledge Lighthouse (right, top)
- > Bug Light Lighthouse (cover)
- > Public schools: 5 elementary; 2 middle; 1 high school; 1 preschool
- > Private schools: 3
- > South Portland Community College
- > The Maine Mall
- > Willard Beach



“Best place to live in Maine”

- 2018 Money Magazine



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Recruitment Contact: Lt. Gerrish

South Portland Police Department

30 Anthoine Street

South Portland, ME 04106



(click YouTube logo or scan QR code)

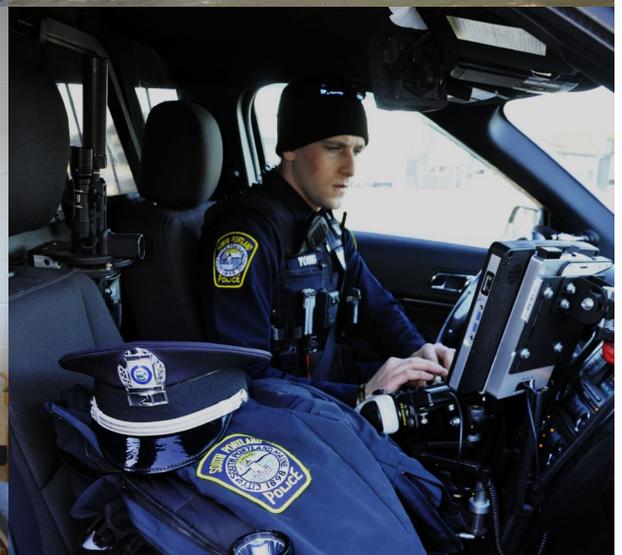


South Portland Police Department

The South Portland Police Department is 57 officers strong and growing. We are currently only one of six departments in the State of Maine that has been nationally accredited by The Commission of Accreditation for Law Enforcement Agencies (CALEA).

As you progress through your law enforcement career, you will have the opportunity to experience new responsibilities, challenges, and achievements as South Portland offers dozens of specialty positions along with numerous promotional opportunities. You will have access to the latest police technology, ongoing professional training, and advanced equipment that will make the job safer and more efficient.

In 2018, the Department responded to approximately 35,088 calls for service. Officers investigated 4,414 formal crime, incident and crash reports. Our Officers balance the department's mission of working cooperatively with all citizens to protect life and property, preserve the peace, enforce the law and maintain civil rights through proper and responsive community based service, while ensuring both the public's and their own safety.





Salary

The average salary of the first year officer is approximately **\$52,000** with the potential to make more.

The average salary of a fifth year officer is approximately **\$66,000** with the potential to make more. (Lateral Hires with 5 years of experience start here.)

These figures include:

- Educational Incentive for an Associate, Bachelor, or Master degree
- Physical Fitness Stipend
- Specialty Position Stipends
- MCJA Intermediate and Advanced Law Enforcement Certification stipend
- EMT license stipend
- Paid Court time (minimum three hours)
- Abundance of optional overtime jobs with a rate of ~\$49/hour for outside details and 1.5x your hourly rate for city jobs.

Retirement

Through MainePERS, after completion of **25 years you may earn 2/3rds** of the average of your three highest years for the rest of your life.

A deferred compensation plan administered through ICMA-RC that the city will match up to 8%.

Educational Reimbursement

50% of tuition and books will be covered by the City.

Clothing Allowance

After July 1, 2020, **\$500 / year** for the purchase and replacement of uniforms and gear. Unused monies will rollover to the following year.

Time-Off

You will start off receiving **5 weeks** of discretionary time off. An additional week of vacation is after completing your 5th, 12th, and 20th year.

You can earn additional time off!!! Compensatory time at the rate of 1.5 hours may be earned for each hour of overtime worked.

You will have 10 sick days a year. At the end of the year unused sick days (up to 20) may be banked as an additional insurance. Unused days may also be cashed out at a 50% rate.

MainePERS Life Insurance

Up to 4x your annual salary.

Employer Paid Health Insurance

For employee with optional family plans:

- POS-A Traditional Point of Service – Anthem HMO Choice
- POS-C Comprehensive Point of Service Plan – Anthem HMO Choice
- PPO-500 Anthem Blue choice PPO with an employer funded HRA to assist in covering deductibles, co-insurance, and/or co-pays.

Dental Insurance

Coverage through New England Delta Dental.

Vision care

Through Maine Municipal Employees Health Trust.

Optional Income Protection Plan

(Short Term Disability) covering upwards of 70% of your weekly salary.

Long Term Disability

Administered through MainePERS at no cost to you.



1. Application (w/ ALERT & PFT results)

An application may be printed from online, obtained from the City of South Portland's Human Resources Department or in person at the Police Department. The application must be accompanied by a cover letter, a resume and the Alert and PFT results. Please contact the Maine Criminal Justice Academy for all their monthly testing dates and locations: <https://www.maine.gov/dps/mcja/>

2. Background packet (prelim background)

A background package will be sent out to you via mail, email and/or can be picked up in person at the Police Department. You are required to completely and accurately fill out the form, notarize and return the package in a timely manner as instructed.

3. Oral Interview

The oral board interview is where you will appear before a group of at least three members from the department, two members of the Civil Service Committee, other departments, or members of the community, and is asked a series of questions. Each of the members on the board will score your performance.

The interview process will evaluate your decision making, reasoning, problem solving compassion and ethics. The panel makes recommendations to the Chief of Police who determines which candidates will move on in the hiring process.

4. Conditional Offer

Upon successfully completing the interview and the preliminary background investigation, the Chief of Police will make a conditional offer of employment which is contingent on successfully completing a background investigation, polygraph, job assessment test, psychological test and medical/physical exam.

5. Continuation of Background

The completed background package is assigned to an investigator who will work to verify its contents. The purpose of the investigation is to uncover any disqualifying events in your history. Be honest as any false information, misinformation or information that you failed to disclose will lead to your removal from the hiring process.

Disqualifiers during the background phase include illegal drug use within five years of application. Other disqualifiers are a less than honorable discharge from any branch of the military, convictions or have engaged

in any conduct which would constitute Murder, Class A, Class B, Class C, or Class D crimes, or any provision of the Maine Criminal Code, Chapters 15, 19, 25, or 45 which include thefts of property valued at over \$ 500.00, Falsification in Official Matters, Bribery & Corrupt Practices, and Drugs. Candidates are removed from the hiring process if they falsify or misrepresent any information during the application process, background investigation or polygraph examination.





6. Polygraph

This test will be conducted by a certified polygraph examiner. You must complete a polygraph examination. Again, the emphasis is on honesty.

7. Job Assessment Testing/ Psychological Testing

This stage consists of a written test administered by an authorized consultant. The results of the test and interview will be forwarded to the Department. You must satisfactorily complete the job suitability assessment to continue in the hiring process.

8. Physical (Medical) Examination

The purpose of the medial exam is to determine if you are medically fit for duty or have any medical condition which would prohibit you from performing necessary duties. You will undergo a comprehensive medical examination designed to reveal any medical condition that may affect work performance or require some sort of accommodation.

FITNESS TEST	MALE (40 th Percentile) AGE				FEMALE (40 th Percentile) AGE			
	20–29	30–39	40–49	50-59	20–29	30–39	40–49	50-59
Age	20–29	30–39	40–49	50-59	20–29	30–39	40–49	50-59
One Minute Push-up Test	29	24	18	13	15	11	9	3
One Minute Sit-up Test	38	35	29	24	32	25	20	14
1.5 Mile Run	12:38	13:04	13:49	15:03	14:50	15:38	16:21	18:07

9. Academy Orientation / Physical Fitness Test

You will attend an orientation day at the Maine Criminal Justice Academy where you will be provided information such as schedules, mandatory equipment for the Academy, and other relevant information. You will also be required to complete a physical fitness test during this orientation in which you must pass at the 40th percentile.

10. BLETP (Basic Law Enforcement Training Program) @ the Maine Criminal Justice Academy in Vassalboro

One you have successfully completed all the required steps mentioned above, you will be attend the 18-week police academy. You are required to stay on campus during the week (Mon-Fri). The academy is a military style training facility that challenges cadets academically, physically, and practically through scenario based training. Cadets will learn the importance of the chain of command, physical fitness, report writing, officer safety, community policing, problem solving, and many other skills necessary to be a police officer. You will be paid during the 18-week academy and all equipment will be provided by the department.



South Portland Police Department : FAQs



How long does the hiring process take?

The entire process can take three to four months, however, it has been shortened in the past. Please see the hiring process description.

What is the minimum age to be a Police Officer?

You must be at least 20 years old.

How physically fit must I be to be a police officer?

You must be reasonably fit and able to pass the MCJA fitness Standards explained under the hiring process.

What is the minimal alert test score?

The minimal passing score for the MCJA is 37. It is recommended that you take the test multiple times to get the best score possible.

Do you need to be a United States citizen?

You do not, however, you must be legally authorized to be employed in The United States

Do I need to have a college degree?

A degree is always preferred, however, it is not required. You must be a high school graduate or equivalent.

Do you stay at the Police Academy while training and will I be paid?

While at the MCJA you will be paid by the department. The Academy is an 18-week program and you will be there Monday through Friday, being allowed to go home on the weekends.

What if I am already a certified Police Officer?

South Portland is always looking to hire experienced officers, streamlining the process, and potentially compensating you for prior experience.

I have smoked marijuana in the past. Can I still be a police officer?

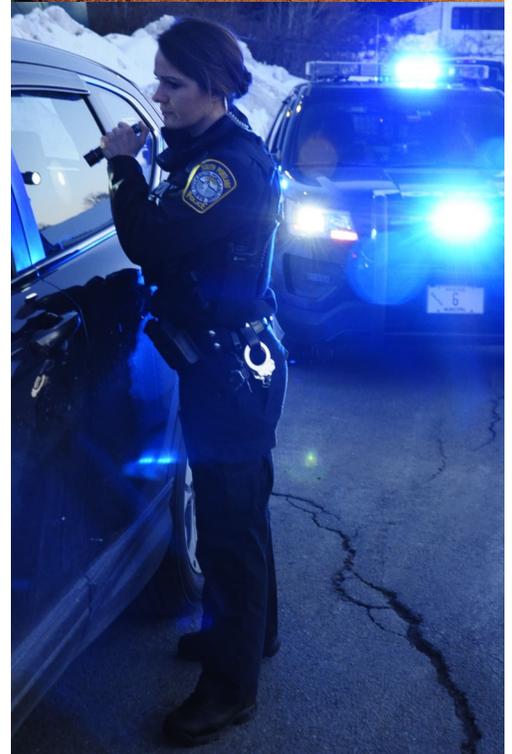
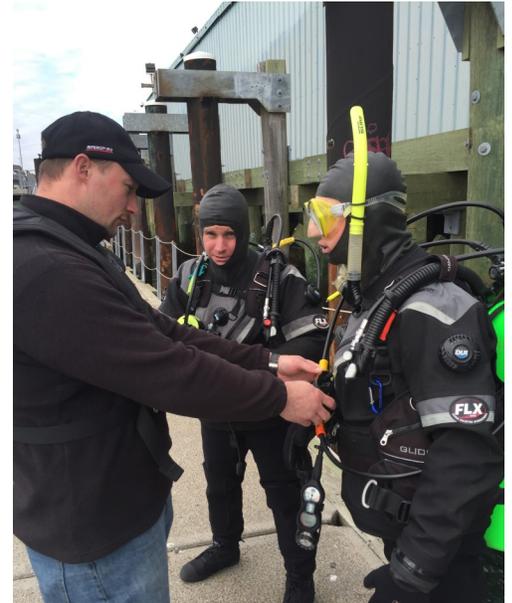
As it is still illegal federally, you cannot be currently smoking marijuana. There is no set amount of time from when you last smoked, however, two years is a good guide.

What are possible automatic disqualifiers for police officers?

Certain drug use, criminal history, poor financial management, a negative driving record, and previous terminations from by other employers may be disqualifiers.

What does a starting police officer make?

The average starting police officer, with minimal amount of overtime, can make \$55,000/year. It is quite possible for a first year officer to make much more than this.





What is the department's policy on tattoos and facial hair?

At this time, a neatly trimmed moustache is allowed and tattoos must be tasteful and may not be visible on the head, face, neck, scalp, or hands without authorization by the Chief.

Does South Portland have a sign on bonus?

We do not. We truly believe that our starting salary and employee compensation package makes this unnecessary.

Do you need to live in South Portland?

No, however, officers must live within 45 minutes of the City

How much time do I get off?

On January 1st, a starting officer will receive two weeks of vacation, ten individual vacation days, two special holidays, and three personal leave sick days, totaling 5 weeks of time off. Officers may also earn compensation time increasing their ability to take time off.

What schedule do the patrol officers work?

We currently work five, 8-hour shifts, with rotating days off. This guarantees you will have weekends off for three months out of every nine month rotation. Shifts are bid on by seniority with many of our newer officers working 3pm-11pm.

When can I be a canine handler / detective / evidence technician / SWAT team member?

Typically, after two years as a patrol officer, you may apply for any specialty position openings.

