
Compensation

Interns may begin at a \$10.00 per hour rate and may be considered for step increases based upon performance evaluation, assignments, and grade point average. Generally speaking, raises may occur on an annual basis. The intern salary range is \$10.00 to \$16.08 per hour. Senior and Master Intern pay rates are available at a 7.5% and 15% per hour rate increase when qualifications are met.

Accelerated step increases may be awarded for outstanding performance. This will allow flexibility in rewarding interns who are doing exceptionally well in their assignment.

Intern Hiring Process

The hiring process will include:

- Oral Interview
- Background
- Computerized Voice Stress Analysis (CVSA) Examination
- Drug Screen



Training

Each police intern will be provided with a Police Intern Program Manual containing a copy of pertinent Department policies, intern program expectations, intern schedules, training bulletins, and an overview of the program. Each intern will receive specific job training from their respective supervisor or their designee. Prior to participating in any field-related job activities, interns are required to successfully complete a formal training program with a Police Officer and/or Community Service Officer. Interns are compensated with hourly pay while in training.

Application Process

Interested students may call (707) 449-5101 for an application, or receive an application at the Human Resources Office, 650 Merchant Street. Applications materials and information are also available on the City's website www.cityofvacaville.com. All applications must be completed and returned to the Human Resources Department. Questions regarding the announcement should be direct to the Human Resources Department at (707) 449-5101.



Vacaville Police Department's
Student Practicum

Applicants Wanted
~~Applicants Wanted~~

Vacaville Police
Department



Police Internship
Program

Richard L. Word
Chief of Police

Program Introduction

The primary goal of the Police Intern Program is to further prepare and develop qualified college students to enter the field of law enforcement -- preferably with the Vacaville Police Department -- while espousing their successful completion of a college education.

The Intern program will offer college students, who are interested in a possible career in law enforcement, a rewarding and insightful experience by providing an education-based program working in all divisions in the Police Department. The intern will work with experienced Police officers, Community Service Officers and other civilian employees. The intern will work on a rotational basis, in various assignments.

Police interns will benefit from a variety of experiences in providing service in support of the Department's mission. At the completion of their internship, some participants may ultimately receive Department sponsorship to a police academy or employment in a support assignment.

Interns are civilian, part-time, at-will employees.



Intern Qualifications

The Vacaville Police Department is committed to the mentoring and developing of "future" police employees. Vacaville Police Department has the highest of standards placed on our police officers and our support staff. With this program, The Department hopes to develop a qualified pool of police officer and support staff candidates who demonstrate characteristics consistent with the Department's values. Intern qualifications include, but are not limited to, the following:

- Attend an accredited and recognized college and maintain a minimum semester/quarter class load of 12 units.
- Interns are not required to enroll in college courses other than during regularly scheduled fall and spring semesters, or if on a quarter system, other than fall, winter and spring semesters. Vacaville Police Department encourages students to be educationally focused as full-time students.
- Interns will be required to show proof of college enrollment every semester.

- Interns will maintain GPA of 2.0 or better and provide proof every semester to the program supervisor.
- Interns will possess a high school degree or its equivalent.
- Interns will not have been convicted of a felony.
- Interns must be at least 18 years of age at the time of their appointment.
- Interns must possess a valid California Driver's license with a satisfactory driving record along with transportation to and from work.
- Interns cannot be on Probation for any criminal offense.
- Interns will not hold outside employment unless specifically approved by the Administrative Services Division Commander.



Candidates that satisfy the above requirements are encouraged to apply.
