



City of Annapolis
Office of Human Resources
 145 Gorman Street, 2nd Fl
 Annapolis, MD 21401-2535

personnel@annapolis.gov • 410-263-7998 • Fax 410-295-7999 • Deaf, hard of hearing or speech disability – Use MD Relay or 711 • www.annapolis.gov

Position Vacancy Announcement

Position	Auxiliary Officer Program	Opening date	March 3, 2009
Department	Annapolis Police	Closing date	Open Until Filled
Salary range	Volunteer		

General statement of duties

The Annapolis Police Department is looking for volunteers to render assistance to the police department in various capacities.

Distinguishing features of the class

The Auxiliary Officer is a uniformed assistant to the Annapolis Police. The Auxiliary Officer shall render volunteer police services which may include, but are not limited to, Traffic Control, Fingerprinting, Administrative Duties, Dignitary Details and Community Relations Functions. The Auxiliary Officer is not compensated monetarily, is not authorized to carry weapons, and is not vested with arrest authority from this program. Uniforms and transportation will be furnished for official duties. Training in Police procedures is conducted in both formal classroom and on-the-job training sessions.

Auxiliary Officer Applicants must be at least 21 years old, be a United States Citizen, have no felony convictions or serious misdemeanor convictions, possess a valid Maryland driver's license and have a good driving record. He or she will have to be capable of providing a minimum of 10 hours of service each month, have a telephone, be in good physical condition and must agree to a background investigation, a fingerprint check, a drug screening test, and an oral interview.

If you would like more information about the Auxiliary Officer Program or, if you are interested in joining this volunteer program, please contact Captain C. Howard in the Support Service Division at (410) 268-9000 extension 7242.

Examples of work (illustrative only)

Required knowledge, skills and abilities

Acceptable experience and training

Americans with Disabilities Act

Freedom from mental disorders which would interfere with performance of duties as described.

Application process

Candidates must contact Captain C. Howard in the Support Service Department at (410) 268-9000 ext. 7242. All qualified applicants will receive consideration for employment, without regard to political or religious opinion or affiliation, race, creed, color, sex, national origin, marital status, physical or mental disability, sexual orientation or genetic information. The City of Annapolis is an Equal Employment Opportunity/ADA Compliant Employer.