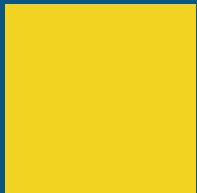
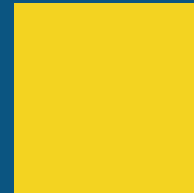




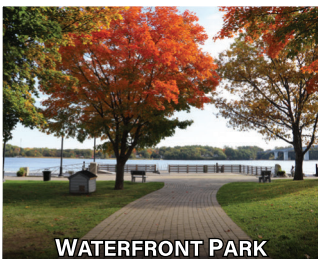
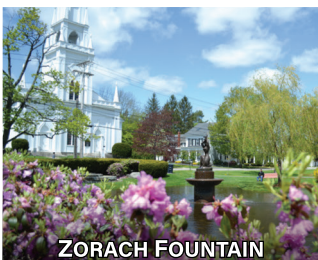
BATH POLICE DEPARTMENT

Recruitment Packet

Protecting the City of Ships



WELCOME TO BATH



Residential population: 8,500

Daytime population: 14,000

Public schools: 1 Preschool, 2 Elementary, 1 Middle, 1 High

Private schools: 1

Home of Bath Iron Works

Home of the Maine Maritime Museum

Beautiful waterfront on the Kennebec River

Historic landmarks

Active downtown community

Miles of hiking and biking trails

Close to Popham and Reid State Park beaches



Looking up Front Street toward City Hall and Bath Iron Works

BATH PD IN THE COMMUNITY



Corporal Mark Steele with his "Bigs in Blue" (a one-to-one mentoring program from Big Brothers and Big Sisters of America) little at Coffee with a Cop



Corporal Eric Bryan (L) and Officer Brett McIntire (R) with a young fan at Chili Chowder Fest



Administrative Asst. Shelley Merrill (L) and Officer Devin Hook enjoying luncheon with members of the Bath PD Good Morning Program



2019 Annual Special Olympics Torch Run. (L-R): Cpl. Ian Alexander, Sagadahoc County Sheriff's Dept.; Officer Ryan Kaake, TSO Michael Jones, and Cpl. Jason Aucoin, Bath Police Department



Bath PD taking on the Morse Unified Basketball Team

BATH POLICE DEPARTMENT: **OVERVIEW**

The Bath Police Department has 19 sworn law enforcement officers and 5 civilian employees. There are 13 officers assigned to patrol, 3 detectives, 1 SRO, and administration of Chief and Deputy Chief. We are currently working towards being a Maine Accreditation agency.

Our Department affords you many opportunities of training and advancement. For example, Drug Recognition Experts, Field Training Officers, SRO, Motorcycle officer, Bike patrol, and supervisory positions. We have access to the latest police technology and equipment to make your career safe and efficient.

Officers investigate crimes, incidents, and traffic accidents. We have a strong community orientated department and encourage officers to be part of that process. We have officers that coach sports, serve on community organizations, and engage with the community in numerous ways.

Recruitment:

Contact Deputy Chief Andrew Booth
abooth@cityofbath.com

Bath Police Department
250 Water Street
Bath, Maine 04530

Open positions are listed online at:

www.CityofBath.com/jobs

 [@bathmainepd](https://www.facebook.com/bathmainepd)



Heritage Days in Bath



K9 Sampson, trained by Sergeant Michelle Small

BATH POLICE DEPARTMENT: **BENEFITS**

SALARY

The average salary of the first year officer is approximately \$47–50k 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 or Bachelor degree
- Physical fitness benefit up to 40 hours comp time
- Stipend for FTO, K9 and Harbor Master
- Paid Court time (minimum four hours)
- Abundance of optional overtime jobs with a rate of \$45/hour for outside details and 1.5x your hourly rate for city jobs.



Bath Police Department Honor Guard (L-R): Deputy Chief Andrew Booth, Sergeant Nathan Gould, Corporal Mark Steele, Corporal Jason Aucoin

RETIREMENT

Through MainePERS, 3C Special Plan: After completion of 25 years you could earn 2/3rds of the average of your three highest years with no age limit for retirement.

CLOTHING ALLOWANCE

\$650/year for the purchase and replacement of uniforms and gear.

TIME-OFF

You will start off receiving two weeks of vacation time off after your first year. An additional week of vacation is after completing your 5th, 15th, 20th and 24th year.

You can earn additional time off as well: compensatory time at the rate of 1.5 hours may be earned for each hour of overtime worked.

You will have 12 sick days a year earned at 10 hours per month, and paid holidays.

LIFE INSURANCE

Through both Maine PERS and the Maine Municipal Employees Health Trust, with options for coverage up to 4x your annual salary.

HEALTH INSURANCE

The City of Bath pays 80% of the health insurance premium for singles, couples, and families. Coverage is the Maine Municipal Employee Health Trust's PPO-500 plan through Anthem Blue choice. The City also funds a Health Reimbursement Arrangement (HRA) for covered employees to help offset deductible costs.

BATH POLICE DEPARTMENT: **BENEFITS**

DENTAL INSURANCE

Optional employee-paid full coverage dental, administered by Delta Dental, through the Maine Municipal Employee Health Trust.

VISION CARE

VSP program through Maine Municipal Employees Health Trust.

INCOME PROTECTION PLAN

Short Term Disability option covering up to 70% of your weekly salary.

FLEXIBLE SPENDING ACCOUNT (FSA)/ SECTION 125 PLAN

Partially employee funded FSA option to help offset medical and dental costs. Dependent Care FSA also available.

ADDITIONAL OPTIONS

Additional Insurance and Retirement planning options through MainePERS, ICMA, Colonial Life, and Alfac

BATH POLICE DEPARTMENT: **HIRING PROCESS**

APPLICATION (W/ALERT & PFT RESULTS)

An **application** may be printed from online, obtained from the City of Bath'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 results**. The ALERT Examination is a reading comprehension and writing skills test all prospective Maine law enforcement officers must take as a prerequisite to becoming hired and certified as a police officer. Please contact the Maine Criminal Justice Academy for all their monthly testing dates and locations: <https://www.maine.gov/dps/mcja/>

If you complete and pass a Physical Fitness Test (PFT), submit it with your application. If not, we will be conducting a PFT following the Academy standards.

ORAL INTERVIEW

Candidates who pass the physical fitness test may move on in the hiring process to the oral board interviews. The oral board interview is where you will appear before a board consisting of two Bath Police Department personnel and three Personnel Service Commission.

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.

CONDITIONAL OFFER

Upon successfully completing the interview, the Chief of Police will make a conditional offer of

BATH POLICE DEPARTMENT: **HIRING PROCESS**

employment which is contingent on successfully completing a background investigation, polygraph, psychological test and medical/physical exam.

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.

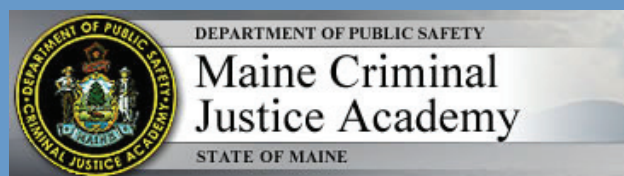
Candidates are removed from the hiring process if they falsify or misrepresent any information during the application process, background investigation or polygraph examination.

POLYGRAPH

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

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 psychological to continue in the hiring process.



For More Information:

For more information about the ALERT Examination and the application process for the Maine Criminal Justice Academy Basic Law Enforcement Training Program, please visit: <https://www.maine.gov/dps/mcja/faq/index.shtml>



Officer Brett McIntire (L) and Cpl. Jason Aucoin (R) in front of the Bath PD's first hybrid cruiser.

BATH POLICE DEPARTMENT: **HIRING PROCESS**

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 (40th Percentile) AGE				FEMALE (40th 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

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.

BLETP (BASIC LAW ENFORCE TRAINING PROGRAM) @ THE MAINE CRIMINAL JUSTICE ACADEMY IN VASSALBORO

Once 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.

BATH 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 21 years old, or 20 years old with an Associate's Degree.

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. You are also required to pass the MCJA fitness standards annually once hired.

WHAT IS THE MINIMAL ALERT TEST SCORE?

Bath Police require a minimal passing score for the MCJA ALERT of 45.

DO I NEED TO HAVE A COLLEGE DEGREE?

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

DO YOU HIRE VETERANS?

Yes, veterans are encouraged to apply.

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?

Bath is always looking to hire experienced officers, streamlining the process, and potentially compensating you for prior experience. We offer lateral entry as well.



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 \$47–50k/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 beard 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.

BATH POLICE DEPARTMENT: **FAQS**

DOES BATH 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 BATH?

No, however, officers must live within 30 minutes of the City.

HOW MUCH TIME DO I GET OFF?

Within one year, an officer will receive two weeks of vacation. Officers may also earn compensation time increasing their ability to take time off. We have a flexible schedule.

WHAT SCHEDULE DO THE PATROL OFFICERS WORK?

We currently work four, 10-hour shifts, with rotating days off, every four weeks. This guarantees you will have weekends off every other month. Shifts are bid on by seniority once a year in January.



WE LOOK FORWARD TO HEARING FROM YOU!

For more recruitment information, please contact Deputy Chief
Andrew Booth at aboath@cityofbath.com