



LEBANON TOWNSHIP POLICE DEPARTMENT

Recruitment Plan

Goal:

The Lebanon Township Police Department intends to attract qualified individuals for a career in law enforcement. The department prioritizes a recruitment and selection process that is diligently focused on identifying and reducing the presence of substantial disparities to achieve a diverse workforce, in terms of people of color and gender diversity. Conclusively the department goal is to achieve a structure of law enforcement officers that is representative of the population of the community served. The department is governed by N.J.S.A. 40A:14-118 et. seq. and Ordinances of the Township of Lebanon regarding recruitment initiatives and appointment. The Lebanon Township Police Department is an Equal Opportunity Employer.

Comparative Analysis to identify Substantial Disparity for Underrepresented Group(s):

(source(s) [United States Census Bureau - Lebanon Township, Hunterdon County, NJ](#).; department data):

Race / Ethnicity	Service Population		Sworn Officers					
	#	%	# Male		# Female		Total	Percentage
American Indian or Alaska Native	10	0.16%	0	0.00%	0	0.00%	0	0.00%
Asian	124	2.00%	0	0.00%	0	0.00%	0	0.00%
Black or African American	73	1.18%	1	100.00%	0	0.00%	1	6.25%
Hispanic or Latino (any race)	356	5.75%	0	0.00%	0	0.00%	0	0.00%
Native Hawaiian or other Pacific Islander	0	0.00%	0	0.00%	0	0.00%	0	0.00%
White	5505	88.86%	14	93.33%	1	6.67%	15	93.75%
Two or more races	404	6.52%	0	0.00%	0	0.00%	0	0.00%
Other	79	1.28%	0	0.00%	0	0.00%	0	0.00%
Total	6195	100.00%	15	93.75%	1	6.25%	16	100.00%



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In review a determination is that there is a substantial disparity existence in sworn members specific to correlation to the Township of Lebanon as the population served for the following underrepresented groups:

Female:

Sworn members: 6.25%

Hispanic or Latino:

Population in Lebanon Township: 5.75%

Sworn members: 0.00%

- **Recruitment Initiative Actions:**

- 1) **Training:**

- Employee(s) selected to serve as part of the recruitment initiative will be trained in implicit and explicit bias.

- 2) **Standardized Forms:**

- The department utilizes Police App for recruitment initiatives. Application forms and documents will be standardized to reduce subjective responses.

- 3) **Strategic Community Outreach and Engagement:**

- Law enforcement officer organizations will be contacted to expand accessibility to underrepresented groups listed above in the goal of soliciting a greater applicant pool of female and hispanic or latino individuals. Additionally this strategic community outreach and engagement will also serve as engaging community stateholders as well as consulting a diverse hiring team to assess what barriers are to applications by underrepresented groups and developing solutions to overcome those barriers.

- **Predictive Barriers & Solutions:**

Publicly posted applicant resources on department website.

- 1) Application submission challenges and circumstances such as technical or equipment availability issues. The department will make alternative methods available such as onsite application submission utilizing a station or mobile system.



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2) Application fees for application/processes will be available for waiver upon request for eligible individuals based on current U.S. Federal Poverty Guidelines
<https://aspe.hhs.gov/topics/poverty-economic-mobility/poverty-guidelines>

3) Resume assistance – the Department of Labor and Workforce Development
<https://www.nj.gov/labor/career-services/tools-support/resume/>

▪ **Program Review:**

1) Annually the Chief of Police or their designee shall analyze the Recruitment Plan:

- i. Number of applicants comparative to focused plan of expanded accessibility goals for underrepresented groups as determined by the comparative analysis;
- ii. Number of appointments comparative to focused plan of expanded accessibility goals for underrepresented groups as determined by the comparative analysis;
- iii. Effectiveness of reducing substantial disparity for identified underrepresented groups;
- iv. Redesign of the Recruitment Plan as determined.