ANGELS CAMP

WE'RE HIRING

POLICE

VOLUNTEER

ANGELSCAMP.GOV

Proud of Our Past, Protecting Our Future

VOLUNTEER

The duties of the Volunteer may include the following clerical and field tasks, but are not limited to:

EXAMPLES OF DUTIES & RESPONSIBILITIES

- Front Desk
- Data Entry
- File Reports
- Answer Phones
- Deliver paperwork and check the mail
- Assist with community events

Volunteers will receive position specific on-the-job training to ensure they have adequate knowledge and skills to complete assigned tasks.

TRAINING

Within the first year of appointment. Volunteers will complete the following training:

- CPR
- First Aid
- California Law Enforcement Telecommunications System (CLETS)
- Incident Command System
- Driver safety course (Volunteers assigned to duties that require the use of a City vehicle)

MINIMUM QUALIFICATIONS

- Must be 18 years of age or older
- US Citizen
- Pass thorough background check
- Basic computer Skills
- Ability to lift boxes or files weighing up to 20 pounds
- Maintain a valid California Driver License and carry current vehicle insurance (Volunteers assigned to duties that require the use of a City vehicle)