

A. **PURPOSE.** To outline the Police Volunteer Neighborhood Services Program and the responsibilities of police volunteers

B. **GOALS**

1. Enhance the delivery of municipal services.
2. Relieve police officers of duties that do not require the authority of a police officer.
3. Assign responsibilities, more efficiently, to police units that are designed to prevent and control criminal activity and to address quality of life issues.
4. Organize and manage a program that specifically encourages the expanded services of senior volunteers in the Department.
5. Achieve these goals without causing significant additional costs.

C. **ORGANIZATION:** The Police Volunteer – Neighborhood Services Program Coordinator shall report to the Community Relations Bureau Commander. The Program Coordinator is the liaison between the Grand Rapids Police Department and the Retired Senior Volunteer Program (R.S.V.P).

D. **PROGRAM PARTICIPATION REQUIREMENTS**

1. Minimum age of eighteen (18)
2. Good health
3. U.S. citizenship
4. Possession of a valid Michigan driver's license and ability to drive a Neighborhood Services vehicle
5. Successful completion of a personal history investigation
6. Successful completion of a training program
7. Provide at least eight (8) hours of volunteer service monthly

8. Wear the issued uniform as described in MOP 12-1

E. SPECIFIC RESPONSIBILITIES

1. Police Volunteers shall:
 - a. Operate assigned Neighborhood Services vehicles that are equipped with amber overhead warning lights, police radio, and telephones for communicating with the Department and other municipal and social services.
 - b. Work with another police volunteer at all times unless authorized to ride alone by the program coordinator.
 - c. Obey all traffic laws.
 - d. Observe and report suspected criminal activity.
 - e. Report City Ordinance violations.
 - f. Assist disabled or elderly residents through
 - (1) The “You Are Not Alone Program.”
 - (2) Medical, nutritional, and counseling referrals.
 - g. Enforce parking violations as authorized.
 - h. Work with neighborhood associations.
 - i. Report hazardous conditions.
 - j. Assist with abandoned vehicles.
 - k. Assist victims of crime.
 - l. Complete other duties designed to help our neighborhoods and the Grand Rapids Police Department.

2. Police Volunteers shall not:
 - a. Have arrest authority.
 - b. Operate vehicles in an emergency response mode.