

# Mauldin Police Department EEOP/Recruitment Plan (2013)

## **Policy Statement:**

It is the policy of the City of Mauldin to foster, maintain, and promote equal employment opportunity. The City shall select employees based on applicants' qualifications and without regard to age, sex, race, color, creed, religion, political affiliation or national origin, except where specific age, sex, or physical requirements constitute a bona fide occupational qualification necessary for job performance. Applicants with physical handicaps shall be given equal consideration with other applicants for positions in which their physical handicaps do not represent an unreasonable barrier to satisfactory performance of duties.

## **Recruiting/EEOP Analysis**

In reviewing the Utilization Analysis Chart, the Captain of the Mauldin Police Department (MPD) made the following observations:

- Given the small number of positions (sample size) in the job categories of Professionals (Victim Advocate) and Administrative Support (Information Specialist/Analyst) personnel, it is difficult to interpret the level of utilization in each job category as being significant in relation to the relevant community labor market.
- In the Protective Services: Non-sworn job category (Communication Specialist) there is an underutilization of males by (-24%).
- In the Protective Services: Sworn Patrol Officers job category (Officers and Corporals) there is an underutilization of White females by (-14%), African American females by (-10%), and Hispanic males by (-8%).
- In the Protective Services: Sworn-Officials job category (Chief, Captain, Sergeants) there is an underutilization of African American females (-5%).

While the above indicates there is an underutilization of available classes in certain job categories, it doesn't seem to be significant enough to warrant deviating significantly from our recruiting efforts. I also analyzed our recruiting survey results and our selection activity results and came to the same conclusion. After a review of our recruiting plan and policies, I believe that we will continue to make strides toward a workforce that is reflective of our community.

## **Recruiting Objectives and Steps**

In keeping with the Department's commitment to having a workforce that reflects the community it serves, MPD will direct its recruiting efforts and retention practices toward attracting more males as Communication Specialists as vacancies occur and more female officers.

### **1) Place an emphasis on recruiting candidates for those job categories where there is a underutilization of a specific gender or race in relation to the community labor market.**

a) In an effort to attract more male Protective Services: Non-sworn recruits (Communication Specialists), the Department will advertise job vacancies in publications or web-sites that have a high percentage of male readers or subscribers and will actively recruit military veterans and/or reservists.

b) In an effort to attract more female sworn Police Officer recruits, the Department will advertise job vacancies at colleges and universities with a high percentage of female students and will actively recruit female military veterans and/or reservists.

c) In an effort to attract more Hispanics as sworn Police Officers, the Department will advertise job vacancies in publications or web-sites with a high percentage of Hispanic readers or subscribers and will actively recruit military veterans and/or reservists.

d) In an effort to determine the effectiveness of recruiting efforts, The Department will conduct a voluntary survey of applicants and those employees hired to determine how they learned about the job vacancy.

### **2) Disseminate the plan internally within the department**

a) The Department will distribute a hard copy of the EEOP/Recruiting Plan to all departmental supervisors.

b) Post a copy of the EEOP/Recruiting Plan on the bulletin board in the employee break room.

c) All department members are reminded that the most effective and efficient means of recruiting new officers is when they recruit individuals exhibit the character traits desired from a police officer.

d) The Chief of Police has designated Sergeant Ryan Herron as the recruiting coordinator and Captain Roger Tripp as the recruiting plan administrator.

### **3) Disseminate the plan externally of the department.**

a) Provide the public with a copy of the Department's EEOP/Recruiting Plan upon request.

b) Post a copy of the Department's EEOP/Recruiting Plan on the City website where Department applications are downloaded.

Source of Relevant Workforce Data: USDOJ website: [external.ojp.usdoj.gov/eeop](http://external.ojp.usdoj.gov/eeop)

**Utilization Analysis Chart 2013**  
**Relevant Labor Market: Greenville County, South Carolina**

Job Categories	Male							Female								
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
<b>Officials/Administrators</b>																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	15,290/56%	310/1%	1,015/4%	15/0%	475/2%	0/0%	10/0%	8,395/31%	235/1%	1,130/4%	4/0%	110/0%	0/0%	0/0%	64/0%	0/0%
Utilization #/%																
<b>Professionals</b>																
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	16,905/40%	410/1%	1,150/3%	10/0%	1,020/2%	0/0%	50/0%	19,015/45%	555/1%	2,525/6%	35/0%	365/1%	10/0%	215/1%	90/0%	0/0%
Utilization #/%	-40%	-1%	-3%	-0%	-2%	0%	-0%	55%	-1%	-6%	-0%	-1%	-1%	-0%	-1%	-0%
<b>Technicians</b>																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	3,015/39%	49/1%	135/2%	0/0%	120/2%	0/0%	0/0%	3,075/40%	84/1%	1,070/14%	0/0%	100/1%	0/0%	25/0%	35/0%	0/0%
Utilization #/%																
<b>Protective Services: Sworn-Officials</b>																
Workforce #/%	6/67%	0/0%	2/22%	0/0%	0/0%	0/0%	0/0%	1/11%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	2,265/67%	95/3%	360/11%	10/0%	0/0%	0/0%	20/1%	330/10%	65/2%	185/5%	0/0%	4/0%	0/0%	10/0%	20/1%	0/0%
Utilization #/%	-1%	-3%	12%	-0%	0%	0%	-1%	1%	-2%	-5%	0%	-0%	0%	-0%	-1%	-1%
<b>Protective Services: Sworn-Patrol Officers</b>																
Workforce #/%	25/74%	0/0%	5/15%	0/0%	0/0%	0/0%	0/0%	4/12%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Civilian Labor Force #/%	6,175/36%	1,335/8%	2,250/13%	0/0%	145/1%	45/0%	100/1%	4,485/26%	725/4%	1,795/10%	30/0%	120/1%	0/0%	0/0%	75/0%	0/0%
Utilization #/%	38%	-8%	2%	0%	-1%	-0%	-1%	-14%	-4%	-10%	-0%	-1%	-1%	0%	-0%	0%
<b>Protective Services: Non-sworn</b>																

2013

Job Categories	Male							Female								
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
<b>Administrative Support</b>																
Workforce #/%	2/25%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	5/62%	0/0%	1/12%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	110/49%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	105/47%	0/0%	10/4%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	-24%	0%	0%	0%	0%	0%	0%	0%	16%	0%	8%	0%	0%	0%	0%	0%
<b>Skilled Craft</b>																
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	18,390/29%	755/1%	2,995/5%	10/0%	165/0%	4/0%	120/0%	40/0%	30,810/49%	1,340/2%	7,115/11%	130/0%	505/1%	4/0%	230/0%	70/0%
Utilization #/%	-29%	-1%	-5%	-0%	-0%	-0%	-0%	-0%	51%	-2%	-11%	-0%	-1%	-0%	-0%	-0%
<b>Service/Maintenance</b>																
Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
CLS #/%	24,060/36%	5,780/9%	8,290/13%	100/0%	350/1%	65/0%	175/0%	45/0%	15,765/24%	3,040/5%	7,355/11%	130/0%	540/1%	45/0%	255/0%	85/0%
Utilization #/%																

Law Enforcement Category Rank Chart 2013

Job Categories	Male							Female								
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
<b>Chief</b>																
Workforce #/%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
<b>Captain</b>																
Workforce #/%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
<b>Sergeant</b>																
Workforce #/%	4/57%	0/0%	2/29%	0/0%	0/0%	0/0%	0/0%	0/0%	1/14%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
<b>Protective Services: Sworn-Patrol Officers</b>																
Workforce #/%	25/74%	0/0%	5/15%	0/0%	0/0%	0/0%	0/0%	0/0%	4/12%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%