

# Bulletin

## **\*\* COMMUNITY SERVICE OFFICER \*\***

The Provincetown Police Department is now accepting employment applications for the position of Community Service Officer for the 2024 summer season. Interested candidates can apply through our recruiting partner, [www.PoliceApp.com](http://www.PoliceApp.com). The department will waive the application fee. Housing opportunities are available.

*The Town of Provincetown is an Equal Opportunity Employer.*

### **JOB DESCRIPTION**

Community Service Officers are entry-level civilian employees that direct and control the flow of pedestrian and vehicular traffic in areas of heavy congestion. They also alert police officers to areas of concern such as lost persons, motor vehicle collisions, medical episodes, active disturbances, etc. Other duties may include detainee watch and traffic details.

**\* Candidates must be available from mid-May through mid-August. \***

Examples of work include:

- Conducting foot patrol and developing community relations
- Directing traffic and staffing large events
- Assisting motorists in distress
- Responding to traffic-related calls for service
- Responding to public emergencies, such as medical calls
- Issuing parking citations
- Detainee Watch
- Traffic Details
- Performing other duties as required

**Applicants MUST meet the following requirements prior to working:**

- ✓ High School Graduate
- ✓ Driver's License
- ✓ Current CPR Certification (in-person training)

### **COMPENSATION AND SCHEDULE**

Community Service Officers work 40 hours per week (5 days on / 2 days off) on day and evening shifts. Applicants will attend paid training upon selection.

The current rate of pay is \$24.50 per hour, with a planned increase to \$25.11 per hour after July 1, 2024. Paid traffic details, at the current rate of \$65 per hour, may also be available.