

southburlington

P O L I C E

Job title	Summer Bike Patrol
Reports to	Police Sergeant or above
Classification	Part Time – Seasonal
Salary Grade	\$17.00 / Hour
Direct Reports	None

OBJECTIVE

This position is responsible for providing high visibility, daytime and evening bicycle patrols in the parks and on the paths of the City of South Burlington. The areas to be patrolled will include, but not be limited to, the bike path(s), parks, schools, and Market Street. These positions will serve as an opportunity for individuals who are interested in a career in law enforcement to serve the residents of the City and learn more about the operations of the South Burlington Police.

ESSENTIAL FUNCTIONS

The essential functions are not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

These employees will promote health and safety in recreational areas of the community. The activities these employees include:

- Caretaker functions: giving directions, rendering first aid and alerting emergency medical services to sick or injured person(s), assisting persons with disabled equipment (such as bicycles, roller blades, scooters etc.).
- Observe and report suspected criminal activity
- Observe and report safety deficiencies such as: path surfaces, missing signage, vandalism, or City owned property in need of repair, etc.
- Observe, address, report violations of City Ordinances in community parks e.g. dog off leash.
- Know and practice proper bicycle safety
- Engage the community and its visitors in a professional and inviting demeanor.

In order to accomplish their charge employees will be furnished with a bicycle that will be used on assignment, a bicycle helmet, and a bike bag containing some basic first aid equipment, a two-way radio, and OC (Pepper) spray, water bottle, a picture ID, and a summer shirt and shorts to be worn on duty that identifies each employee as a Parks – Bike Path Patrol employee.

Additionally, the Police Department will provide each employee with training that will include: Situational Management, Ethics, relevant SBPD policy, ordinances, CPR /First Aid, Vermont Bicycle Laws, basic bike safety information, use of police radio, basic self-defensive tactics and OC Certification.

Employees will be personally responsible for providing their own white or black socks and footwear. Employees will also be responsible for the cleanliness and general maintenance of their duty uniform.

EDUCATION & EXPERIENCE

- 18 years of age or older,
- High school diploma or GED,
- Must be able to ride a bicycle
- Character and integrity sufficient to pass a background investigation.

WORKING CONDITIONS

- Maintains a professional appearance.
- Follows established policies and procedures.
- Is flexible with hours and days of work, and can work any hours of the day, any day of the week.
- The primary physical environment is outdoors with exposure to a variety of weather conditions
- Additional strenuous physical activity may include walking or hiking upon uneven, terrain.
- Representing the City of South Burlington while interacting with residents and visitors alike.

PHYSICAL REQUIREMENTS

The physical and mental demands described here are representative of those that are typically met by an employee to successfully perform the essential functions of this job.

- Must be able to lift 50 to 100 lbs.
Ability to ride a bicycle
- Must be able to stand for long periods of time.
- Ability to bend, kneel, handle, reach, grasp and perform repetitive motions.
- Work is outdoors and requires constant exposure to heat/cold and other weather conditions typically experienced during summer in Vermont.
- Other/Additional: This is an outdoor job and requires the employee to be on patrol away from police headquarters for several hours per day.