

Welcome to the VIPS (Volunteers in Police Service) program of the Raytown Police Department. You have joined a unique, specialized volunteer organization. As a member of this team, you will be working beside our commissioned officers and members and members of our administrative support staff. The application process, screening, and training needed to be a part of this organization, is indicative of the importance, security, and precision needed to be effective in this work. Even though volunteers are not sworn/commissioned officers they must still uphold the same high standards and ethics as full time employees. Whether in uniform at a public event, or out in the community in civilian attire, VIPS are recognized as being a part of the Raytown Police Department. RPDS's community image must be kept foremost in the minds of all who are privileged to be associated with it. The positive partnership we enjoy with the residents and business owners of Raytown has been developed with untold hours of hard work and dedication of our Police Department.

HISTORY

President George W. Bush created the USA Freedom Corps (USAFC) to build on the countless acts of service, sacrifice, and generosity that followed September 11th. As a White House office, USAFC is charged with building a culture of service, citizenship, and responsibility in America. Citizen Corps, a vital component of USAFC, was created to help coordinate volunteer activities to make communities safer, stronger, and better prepared to respond to any emergency situation.

Citizen Corps partner programs build on the successful efforts in place in many communities around the country to prevent crime and respond to emergencies. VIPS is one of five Citizen Corps partner programs. The International Association of Chiefs of Police manages and implements the VIPs Program in partnership with, and on behalf of, the White House Office of the USA Freedom Corps and the Bureau of Justice Assistance, Office of Justice Programs, U.S. Department of Justice. The program's ultimate goal is to enhance the capacity of state and local law enforcement to utilize volunteers.

**Raytown Police Department
10000 E. 59th Street
Raytown, MO 64133**

**Phone: 816-737-6000
CSU@RaytownPolice.org**



**VOLUNTEERING
WITH LAW
ENFORCEMENT**

VIPS is not for everyone. In addition to the requirement of keeping a clean record with the department, each volunteer must possess certain talents and skills that are needed to perform the work needed, in environments, and under conditions that may not fit everyone's resume. While some of the tasks performed by the VIPS member may be done in a routine manner, the records, information, property, and other tools used for police work is far from routine. The chain of custody for evidentiary materials must be kept in accordance with extremely high and complex standards.

As a member of the RPD VIPS program, you can expect to receive training and support, as needed. You will earn the respect and gratitude of a group of hard working people dedicated to keeping Raytown a safe and proud city. Every policy, procedure, and action taken is done so to ensure the rights and safety of all concerned, so we must never question the decisions made by the member of the staff responsible for any situation. There is always a time for de-briefing, and questions are welcomed, but in moment it is essential that the chain of command is never compromised.

Your willingness to offer your time, skills and experience is greatly appreciated. Your contribution to the continued success and operation of the department and its assigned duties are very much needed. You can be proud to belong to an elite group of citizen volunteers who are making a difference in this community partnership.



- All prospective volunteers shall complete the volunteer application form.
- The volunteer coordinator, or designee, shall conduct a face-to-face interview with an applicant under consideration.
- A documented background investigation shall be completed on each volunteer applicant. The background investigation shall include but not necessarily be limited to the following:
 - Traffic and criminal record
 - Employment
 - References (To include in-person interviews)