



County of Sonoma
Volunteer Program



**Human Resources Department
Training Division
575 Administration Dr., Suite 117C, Santa Rosa, CA 95403
(707) 565-2821 Fax: (707) 565-3079**

JOB DESCRIPTION

Office Use Only Dept. Code: 4050rd	Recruitment Requested: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> Pre-Screening Requested: YES <input type="checkbox"/> NO <input type="checkbox"/>	Date: 2/15/94 Updated: 6/29/07
Job Title: Reserve Deputy Sheriff		Number of Positions: PR-60 needed / RS 0 needed
Department: Sheriff		Division: Patrol
Program: Reserve Program		Address of Position:
PURPOSE		
<p>Brief description of department or division/program: Started in 1966, the Sheriff's Reserve program augments the patrol division with trained, uniformed Patrol Reserve deputies (PR) who, while on duty, have full peace officer powers and are authorized to perform the full range of law enforcement services. The program also includes Reserve Specialists (RS) who consult with Patrol and Investigations by using their professional or technical expertise in such fields as computer science, firearms, hazardous materials, and psychology.</p>		
JOB DESCRIPTION		
<p>Specific tasks and responsibilities of the volunteer: Patrol Reserves undergo a thorough background investigation and comprehensive training program and when successfully completed, are deployed to work alone or with another regular or reserve deputy. Reserve Specialists work in an on-call, non-uniformed consulting capacity.</p>		
QUALIFICATIONS		
<p>Required skills, abilities, education levels, or other qualifications necessary for the job: Patrol Reserves must complete at least Module 2 at the Extended Basic Academy (the first half of the basic training required of regular deputies), be able to qualify and maintain competency with firearms and be able to successfully complete the emergency vehicle operations course. Reserve Specialists must complete at least Module 3 of the Extended Basic Academy. Must have POST training prior to application. Field training after application.</p>		
TIME COMMITMENT		
Number of hours per week: 20 hrs wk. during field training program. 5 hrs/wk thereafter. Res. Spec.: on-call		
Set required schedule: Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, list hours/days per week: PR: yes (shift work), RS: no		
Special Project <input type="checkbox"/> Ongoing Position <input checked="" type="checkbox"/> For projects, estimated # of hours and date of completion:		
Minimum length of commitment needed from volunteer: 2 years		

BENEFITS TO VOLUNTEER

Specific training and/or experience the volunteer will receive: Patrol Reserves: 28 weeks of structured field training, 20 hrs/wk. Quarterly firearms recurrent training. Other training required. Reserve Specialists: Patrol familiarization and crime scene preservation, and recurrent firearms training.

ADDITIONAL JOB REQUIREMENTS

- Confidentiality:
- Background check: polygraph, psychological exam, fed. and state records check.
- Dress codes: Patrol Reserves must wear uniform during normal assignments
- Valid CA driver's license and auto insurance. Photocopy for file:
- Physical Requirements:
- Other:

Will worker be driving a County car? YES NO

How Often? weekly

Will worker be required to use own vehicle? YES NO

How Often? Occasional response to main office or crime scene

Will worker operate any other machinery? YES NO

If so, what?

Supervisor's Name: Mike Voorhees

Phone: 8817

Voice Mail:

Supervisor's Title: Reserve Captain

Email:

Fax:

FOR RISK MANAGEMENT USE ONLY

Has position been previously approved for WC? YES [] NO []

[] Reviewed and Approved

Comments:

[] Denied

Reason:

Risk Management Signature: ORIGINAL SIGNED 6/5/95

Date of Signature: