West Virginia University Police Department
Mission & Vision Statement

Mission Statement

To enhance the quality of life in our community, the West Virginia University Police commit to preventing crime, preserving the peace and protecting lives and property by enforcing the laws of our state in a just, impartial, and equitable manner.
• Formed in 1961, WVU PD is the largest University Police Organization as well as one of the top 10 Largest Police Organizations in the state of West Virginia. We are the only accredited Police Department in the state. Our Department has grown tremendously right along with the University and has become one of the most community oriented police organizations in the profession.

• Future applicants must be focused on public service, Community Oriented Policing and Crime Prevention. Good Moral Character and integrity are necessary to be considered for a position with our department and to be successful in Law Enforcement.
Our Officers exercise the same authority as all other Law Enforcement agencies under WV Law. That includes making arrests and issuing citations (criminal, traffic and parking) and maintain the peace.
Training

• WVU PD Officers must attend and complete the West Virginia Basic Law Enforcement Academy once hired. All Law Enforcement Officers in the state are also required to attend.

• Additional training is provided by our training division which includes areas such as; sex crimes, illicit drugs and abuse, self defense, domestic violence, crime prevention, traffic stops, First Aid/CPR/AED and various community policing topics as well as recertification courses.
• WVU PD is led by Chief Bob Roberts with a Command Staff of (4) Captains.

• Each shift is led by a Lieutenant, Sergeant and a minimum of (6) Patrol Officers. Currently, our Department has (9) Lieutenants, (13) Sergeants, (11) Senior Officers and (22) Shift Officers; in total WVU PD operates with (60) Sworn Members.

• Opportunity for advancements are made available to Shift Officers of the department through our Career Development Program; this program allows the advancement from Officer to Senior Patrol Officer within the first 3 years of employment for many who seek to advance.
WVU PD is equipped with the following specialized units:

- K-9 (Explosives and Narcotics) – (1) Lieutenant, (2) Sergeants
- Investigations – (3) Lieutenants
- Bicycle Patrol
- Special Response Team
- A Fully Functional Communications Unit – Civilian
Services Provided

• General Crime Prevention
• Investigation of crimes occurring on Campus
• Advice on reducing vulnerability to crime
• Emergency Response to on-campus incidents 24 hours a day, 7 days a week, 365 days a year.
• Assistance with non-emergency incidents such as vehicle lock-outs.
• Community Policing Programs including; Self Defense Classes, Active Shooter Training, Flashpoint Training
• Emergency Management
Campus Police Officer Position Information
Basic Criteria & Qualifications

• Must be eligible to work in the US.
• Must be a bona fide resident of West Virginia
• Must be bondable.
• Must have a minimum of an Associates Degree from an accredited institution of higher learning.
• Must possess a valid West Virginia Driver’s License.
• Must not have any domestic violence convictions.
• Must be able to pass a drug screening and continue to do so upon hiring.
• Must be able to meet the required fitness standards and height/weight requirements for the WVSP Academy. Sworn Officers with current WV Certification are exempt.
Hiring Process

Step 1: When a position is open, Submit an application online at: [https://wvu.taleo.net/careersection/staff/jobsearch.ftl?lang=en](https://wvu.taleo.net/careersection/staff/jobsearch.ftl?lang=en)

Step 2: If you meet the minimum requirements, you will be called to complete the Physical Fitness Test.

Step 3: If you pass the Physical Fitness Test, you will be called in for an interview.

Step 4: If you are selected following the interview process, an extensive background check will be completed.

Step 5: If you pass the background check, a contingent offer will be made requiring a drug screening and a Psychological evaluation.

Step 6: If you pass all of the above, a final offer will be made.

**Hiring Process can take anywhere from 1 to 3 months depending on scheduling needs**
The University **SHALL** reject an applicant for the following conditions/circumstances:

- The applicant has been convicted of a felony crime or serious misdemeanor.
- The applicant has made a false statement of material fact or has misrepresented his or her qualifications in the application or subsequent background investigation.
- The applicant is found to lack any of the preliminary requirements established for consideration for the position by statute or otherwise.
- The applicant has been previously dismissed for delinquency, misconduct, or other similar cause.
- The applicant has used or attempted to use political pressure or bribery to secure an advantage in the selection process or appointment.
- The applicant has directly or indirectly obtained information regarding the selection process to which, as an applicant, he/she was not entitled.
- The applicant has failed to submit the application correctly or within the prescribed time limits.
- The applicant has taken part in the compilation, administration or correction of any examination used in the selection process.
- Any of the applicant’s former employers state that they would not re-employ the applicant or otherwise indicate that the applicant’s services as an employee were unsatisfactory, or that the applicant is lacking in character, that are not properly explained.
- The applicant fails to meet the basic criteria for the position.
- The applicant has any convictions for a serious traffic offense (e.g. DUI, negligent homicide).
- The University detects or discerns any condition or circumstance involving the applicant that may grossly impair the applicant’s ability to perform the duties attendant to the position of a University Police Officer at any stage of the process.
- The applicant has (3) or more moving violations and/or at fault accidents combined within a 7 year period.
The University **MAY** reject an applicant for the following conditions/circumstances...

- The applicant has been rejected during any phase of a previous selection process and the condition or circumstance causing the rejection still exists.

- The applicant has any convictions for misdemeanor crimes involving persons or property that are not waived by the Chief of Police.

- The applicant has any type or method of body art that would be normally observable while wearing any West Virginia University Police uniform and is deemed offensive.
Ideal Candidates will possess...

• Prior police experience and law enforcement certification (preferred)
• Minimum of an Associate’s Degree.
• Personable and a desire to serve
• Ability to make decisions based on the department’s value system
• Demonstrate compassion and empathy for others
• Good Communication Skills
• Ability to be proficient with a firearm (prior experience preferred but not required)
• Prior Knowledge of or ability to learn rapidly Federal & State Laws and investigative techniques.
• Honest
• Hardworking
• Desire to be a member of the community and team.
Duties of a Campus Police Officer

- Serve the Campus Community
- Patrol – Preserve the Peace
- Crime Prevention
- Investigation of Criminal Activity
- Response to Criminal Activity
- Report Writing
- Testifying in Court and at Student Conduct Hearings
- Response to and Investigation of Traffic Accidents
- Effecting Arrests
- Serving Search Warrants
- Assisting the Public
- Directing Traffic
- Processing & Securing Evidence
Physical Fitness Standards

Since all newly hired officers are required to attend the West Virginia State Police Academy, the very first step to our hiring process is the Physical Fitness Test. All Applicants must be able to complete the following to be considered for an interview:

• 1.5 Mile Run - 15:20
• 18 Push Ups in one minute
• 27 Sit Ups in one minute
Benefits Offered by the University

• Annual Leave (1.25 days/month accrued from start date)
• Sick Leave (1.5 days/month accrued from start date)
• Health Insurance
• Dental Insurance -- optional
• Vision Insurance -- optional
• Life Insurance
• Retirement Plan
• Tuition Reimbursement Waiver
• Child Care Reimbursement
Opportunities for Advancement and Specialization

• Field Training Officer
• Bicycle Patrol
• Special Response Team
• Defensive Tactics Instructor
• Firearms Instructor
• K-9
• Investigator
• Sergeant
• Lieutenant
Equal Employment Opportunity Policy Statement

WVU is an EEO/Affirmative Action Employer. Underrepresented class members are encouraged to apply. This includes: minorities, females, individuals with disabilities and veterans.