



Los Gatos-Monte Sereno Police Department Volunteer Application Checklist

Personnel and Community Services

110 E. Main Street

Los Gatos, CA 95030

For Office Use Only

Application Received: _____

Background Cleared: _____

Reference Checked: _____

Interview Date: _____

Placement date: _____

Placement Location: _____

Ride Along Complete: _____

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Application Requirements/Checklist

Completed Application

Disqualifier Statement

Liability Release Waiver/Emergency Contact Form

Ride Along Waiver (Required for all Applicants)

Background Clearance Check

Attend at Least One Meeting of Volunteer Interest Prior to Becoming a Member

ID Request Form Filed

Meeting Scheduled with Chief

Department Notification

ID Card Issued



Los Gatos-Monte Sereno Police Department

Volunteer Application

Please check which Volunteer Program you are Applying to:

 Town Volunteer Victim Services Volunteer in Policing Explorer Program Student Internship DART

Dear Applicant:

Thank you for the interest you have shown in joining one of the Los Gatos Monte-Sereno Police Department's volunteer programs.

Please complete the application packet, sign where indicated, and return to the Personnel and Training Department. All applicants will not be successful in meeting the background criteria required to be a volunteer member. You will be contacted and informed on your success or failure upon completion of the background investigation. There is no appeal process for disqualification from the application process. Questions about the application process can be addressed by calling (408) 354-6853

Please note: Applicants applying for the Explorer Program must be 14 years or older to apply and have their parent's or guardian's consent.

Completed applications can be returned via parcel post or in person to:

Los Gatos-Monte Sereno Police Department

Personnel and Training Department

110 E. Main Street

Los Gatos, CA 95030

Or E-mailed to: PDPersonnel@LosGatosCA.gov



Los Gatos-Monte Sereno Police Department

Volunteer Application

Please Print Clearly

Personal Information

First Name: _____ Last Name: _____

Phone : _____ Alternate Phone: _____

Home Address: _____ City: _____ State: _____

Are you a US Citizen ? (Yes or No) _____ If No, Location of Citizenship: _____

Email Address: _____

Do you have any physical conditions, which would prevent you from performing the specific duties of the job? (Yes or No) _____

Date of Birth: ___/___/___ Social Security #: _____ Drivers License: _____

Please list any languages, other than English, which you speak fluently: _____

Emergency Contact Information

Name of Contact: _____ Relationship to Volunteer: _____

Phone: _____ Alternate Phone: _____

To be Completed Only if Volunteer is a Minor:

If an emergency occurs involving the above named minor and a parent/guardian cannot be reached, the undersigned authorizes _____ (supervisor of minor's volunteer project) or such substitute as he/she may designate, as the agent for the undersigned, to consent to x-ray examination, anesthetic, medical, dental, or surgical diagnosis or treatment and hospital care for the above minor. This must be deemed advisable by and rendered under the general or special supervision of a licensed physician, surgeon or dentist.

Date: _____

Signature of Parent/Guardian

Contact Phone: _____



Los Gatos-Monte Sereno Police Department

Volunteer Application

Volunteers Name: _____

Education Background

Please indicate highest level of education completed: _____

Volunteer Profile

What are your expectations in this program? _____

What skills, special training and/or licenses can you bring to the Police Department? _____

What type of volunteer work would interest you the most and why? _____

How did you hear about the program? _____



Los Gatos-Monte Sereno Police Department

Volunteer Application

Volunteers Name: _____

Availability

Some programs require a minimal number of hours per year to be considered as an active volunteer. Some volunteers come in several times a week, and some come in a few times a year. Please tell us what kind of commitment you are looking for.

<input type="radio"/> Morning	<input type="radio"/> Monday	<input type="radio"/> Tuesday	<input type="radio"/> Wednesday	<input type="radio"/> Thursday	<input type="radio"/> Friday	<input type="radio"/> Saturday
<input type="radio"/> Afternoon	<input type="radio"/> Monday	<input type="radio"/> Tuesday	<input type="radio"/> Wednesday	<input type="radio"/> Thursday	<input type="radio"/> Friday	<input type="radio"/> Saturday
<input type="radio"/> Evening	<input type="radio"/> Monday	<input type="radio"/> Tuesday	<input type="radio"/> Wednesday	<input type="radio"/> Thursday	<input type="radio"/> Friday	<input type="radio"/> Saturday

By signing, I do hereby certify that all information contained in this application is correct and accurate to the best of my knowledge . If accepted to perform duties for the Los Gatos-Monte Sereno Police Department, I understand I may be privy to confidential information and promise to respect and maintain that confidentiality.

Please print, sign, and submit application either in person or by parcel post to: Los Gatos-Monte Sereno Police Department, 110 E. Main Street, Los Gatos, CA 95030 or by Email to:

PDPersonnel@LosGatosCA.gov

Signature of Applicant: _____

Printed Name: _____

Date: _____



Los Gatos-Monte Sereno Police Department

Volunteer Application

Volunteers Name: _____

Release of Liability Waiver

AUTHORIZATION TO RELEASE INFORMATION

Name: _____

DOB: _____

Social Security: _____

As an applicant for the position of Volunteer with the Los Gatos-Monte Sereno Police Department Volunteer Program I am required to furnish information for use in determining my moral, physical and mental qualifications. I authorize any duly accredited representative of the Town of Los Gatos to obtain any criminal history or driver's license information relating to my activities as a Volunteer.

I hereby release, discharge, and exonerate any agency, their agents, representatives and/or any person from liability arising out of the furnishing and/or inspection of records and/or other truthful, even though embarrassing, information.

The original of this form is maintained at the Los Gatos-Monte Sereno Police Department and will be made available upon demand.

Signature _____

Date _____

THIS RELEASE EXPIRES 180 DAYS FROM THE DATE SIGNED.



Los Gatos-Monte Sereno Police Department Ride-Along Application

APPLICANT: _____ PHONE: _____

ADDRESS: _____ CITY: _____

Date of Birth: ___/___/___ Age: _____ California Driver's License #: _____

WHY YOU WISH TO RIDE: _____

SCHEDULED RIDE-ALONG DATE: _____ TIME: _____

The following conditions must be complied with when participating in the Los Gatos-Monte Sereno Police Department's Ride-Along Program. Please read carefully:

- Neat and Clean attire is to be worn. (Shorts, tank tops, flip-flops, T-Shirts with excessive printing, baggy or torn jeans would not be considered appropriate.)
- Follow the instructions of the officer to whom you are assigned
- Maintain reasonable confidentiality of the contacts that you witness
- No cameras, video cameras, or sound recorders will be allowed unless previously approved by the Watch Commander.
- In the event of a high risk situation, the officer may need to drop you off at a safe location prior to going on the call. Follow his/her instructions as to being picked up after the call has been completed.
- You must remain in the patrol vehicle at all times unless otherwise directed by the officer.

You are encouraged to ask questions about police activities, functions, and duties. This program is provided for your benefit and the more interest you show, the more you will gain from the experience.

Arrive approximately 15 minutes prior to your scheduled appointment time. If you are unable to keep this appointment, please contact the watch commander or dispatch at 354-8600 as soon as possible. Transportation home after your patrol tour cannot be furnished.

RELEASE OF LIABILITY BY PARTICIPANT

In consideration of my participation in the Ride-Along Program, which consists of private citizens riding in a patrol car with a police officer during normal patrol duties, sponsored by the Town of Los Gatos, the City of Monte Sereno, and the Police Department, I hereby release the Town of Los Gatos, the City of Monte Sereno, and the Police Department, and the officers, agents, and employees of the Town and City, from all liability for personal injury to myself and property damage incurred during or arising out of my participation in said program.

Signed: _____ Date: _____

RELEASE OF LIABILITY BY PARENT OR LEGAL GUARDIAN

In consideration for the privilege of participation in the Ride Along Program, which consists of private citizens riding in a patrol car with a police officer during normal patrol duties, sponsored by the Town of Los Gatos, the City of Monte Sereno, and the Police Department, I, the undersigned parent or legal guardian of _____ hereby release for ourselves and for the Ride Along Participant, the Town of Los Gatos, the City of Monte Sereno, and the Police Department, and the officers, agents, and employees of the Town and City, from all liability for personal injury to myself and property damage incurred during or arising out of my participation in said program.

Signed: _____ Date: _____

FOR OFFICIAL USE ONLY: Criminal History Check 1 Clear: Yes _____ No _____

Approved: _____ Denied: _____ By: _____



Los Gatos-Monte Sereno Police Department

RIDE-ALONG PROGRAM

The Los Gatos-Monte Sereno Police Department initiated the Ride-Along Program to improve and maintain communications between you and the police officers who patrol your streets and neighborhoods.

Through this program, we are continuing our efforts to provide the citizens of Los Gatos and Monte Sereno with the highest level of community oriented police services. Furthermore, this important activity supports individual officer's efforts to achieve a higher level of community awareness. The Ride-Along Program is designed to familiarize you with the duties of patrol officers. You may sign up for a four-hour ride with an officer performing normal patrol duties. At such time, you are welcome to ask questions and to discuss your observations with the officer.

This program is available for residence, business people and students of Los Gatos and Monte Sereno, and to students who are enrolled in Administration of Justice classes and are interested in a career in Law Enforcement. Ride-Along participants must be at least 13 years old. Persons under the age of 18 years old will be required to provide a signed consent and waiver from their parent or legal guardian. All Ride-Along participants must sign a waiver releasing the Town of Los Gatos, the City of Monte Sereno, the Police Department and their agents from any liability during the ride. When your application is received, you will be scheduled to accompany an officer on a future date. If you do not receive a scheduled ride immediately, please do not become discouraged as many people are interested in this program. You will be notified well in advance of your scheduled ride.

You may print out the attached Ride-Along Waiver form, complete the information needed and sign it. Return it to the Los Gatos-Monte Sereno Police Department at 110 E. Main Street, Los Gatos, CA 95030. Faxes will not be accepted. The Ride-Along forms will be processed upon receipt. If you have any questions regarding the Ride-Along Program, please contact Jackie Rose at 408-354-6853.