

CRIMINAL INVESTIGATION BUREAU

includes

Homicide, Robbery, Auto Theft, Burglary/Fraud , Child Victim/Sexual Assault, and Domestic Violence

SPECIFIC DUTIES AND RESPONSIBILITIES:

The duties of the Volunteer may include, but are not necessarily limited to:

1. Answer units phone & direct calls to the appropriate investigator.
2. Review crime reports.
3. Conduct follow-up contacts with victims.
4. File reports.
5. Other duties as assigned.

QUALIFICATIONS:

The criteria for selection as a Volunteer is as follows:

- A. Must be 19 years of age or older, a U.S. citizen and pass a criminal history check.
- B. Must serve without pay or reimbursement for expenses.
- C. Must successfully complete the training course as required by the Omaha Police Department.
- D. Must have a laminated photo identification card, as approved by the Chief of Police.
- E. Must have a completed application on file.

TRAINING:

On-the job training will expose volunteers to topics such as human relations and communication, courtesy, and assorted policies and procedures required for the successful operation of this program.

DUTY UNIFORMS:

Volunteers shall dress appropriately and will prominently display their approved, laminated, photo identification card whenever they are on duty.

DUTY HOURS:

- A. Volunteer duty hours may be scheduled between the hours of 0700 to 2200, Monday-Friday and must be coordinated with the appropriate Lieutenant.
- B. Volunteers may work no more than seven (7) hours per day. There is no minimum requirement per day or week for volunteer participation.
- C. Volunteers must maintain an hourly log.