



Redmond Police Department
Volunteer Program

Job Description

Title: Disabled Parking Program Specialist
(Must work as part of a Two Person Team)

Function: Assist the Redmond Police Department by monitoring handicap parking spaces and issuing warnings or citations when appropriate or necessary.

Duties: Patrol in teams of two and inspect vehicles found in handicapped restricted areas.

Issue parking infractions for violations of disabled parking laws within the city limits Of Redmond.

Survey parking areas throughout the City of Redmond to ensure they are in Compliance with the law.

Distribute educational material and contact property owners to work with the Code Compliance Officer to gain compliance with the UBC Accessible Parking Requirements.

Record, in writing, all shift activity in the Activity Log to be stored in the Traffic Division

Qualifications:

- Must be a Citizen of the United Sates
- Must be at least 21 years of age or older.
- Must possess a valid Washington driver's license
- Must possess current auto insurance
- Must be a resident of King County
- Must possess own transportation
- Must be dependable
- Must have good verbal communication skills
- Must have the ability to pay attention to detail
- Must be able to deal courteously with public under stress
- Must be physically able to complete the job tasks to include driving, walking, and Report writing

Training: Complete a minimum of 8 hours in-service classroom training
Complete a minimum of 4 3-hour field-training patrols with Field Training Officer
Complete a Defensive Driving Course
Complete a CPR and First Aid Course

Time Commitment:

Minimum of two, four-hour shifts per month
(Between 9AM and 9PM)
Minimum of one-year service

Reports To: Volunteer Program Coordinator