

Murphy Police Department Volunteer Position Description

Position: Fleet Services Volunteer
Location(s): Murphy Police Department
Supervision: Patrol Supervisors
Objective(s): Volunteer responsible for driving fleet vehicles to and from the shop and car wash

Commitment: 12 hours per month (or as needed)

Description of Duties

Volunteer will be responsible for driving fleet vehicles to and from the shop and car wash for routine maintenance including repairs, oil changes, etc.

Requirements

- Minimum age requirement is 21.
- Must provide a minimum of 12 hours every month.
- Ability to operate a motor vehicle.
- Must possess a valid Class C Texas driver's license with no more than two violations / accidents within the past seven (7) years.
- Ability to lift, carry and move items up to 10 pounds.
- Positive and supportive attitude with people of all backgrounds and abilities.
- Capacity to work independently with limited close supervision.
- Graduation from the department's Citizens' Police Academy is highly recommended, but not required.
- Must be supportive of MPD, its mission, and comfortable working within a police environment.
- Willingness to conform to quality control of work and accept feedback.
- Ability to take direction and follow instructions given by paid staff.
- Commitment to comply with confidentiality requirements and police policies.
- Willingness to ask questions and seek clarification if unsure of task.

Training and Preparation

- Participation in a 8-hour orientation class
- Other individualized training as needed.