

NOTICE TO APPLICANTS

The Sitka Police Department Cadet Program accepts applicants year-round but does not process them until August 1 through October 15 each year. Background investigations are completed and interviews conducted. Recruit Cadets will be contacted no later than December 20th and will begin attending meetings no later than the first meeting in January.

- **All Recruit Cadets are required to successfully complete the 16-hour Explorer/Cadet Academy, which is conducted over the course of two weekends.**

Applications must either be typed or written legibly in black ink or the application will be rejected.

Complete the application and return them along with the Authorization to Release Information to the Sitka Police Department. The Authorization to Release Information must be notarized. If you fail to notarize, your application will be rejected.

Take or mail applications to:

Sitka Police Department
Cadet Program
ATTN: Detective Mark Hake
304 Lake Street
Sitka, Alaska 99835

If you have any questions, call the Sitka Police Department and ask to talk to a Cadet Program Advisor. Your message will be forwarded and an Advisor will call you as soon as possible.

MEMBERSHIP REQUIREMENTS

- AGE:** Membership in the Sitka Police Department's Cadet Program is open to all interested persons between the ages of 16 and 22 who meet the following requirements:
1. Have parental approval (under 18 years of age).
 2. Must be willing to fully participate in various activities, including training, public service, department functions, and social activities.
 3. Must be willing to work to continually improve the Program.
 4. *Must understand and be willing to obey all Program rules and regulations, to include the Cadet Manual and the Sitka Police Department's Rules and Regulations.*
 5. Must demonstrate professional demeanor and remain in good standing at all times.
- SCHOOL:** Applicants are required to be enrolled in high school, or possess a high school diploma, a G.E.D., or equivalent. Members are required to maintain a grade point average of at least 2.0.
- BACKGROUND:** Applicants will be required to pass an oral interview given by the Program Chain of Command and Advisors. The Sitka Police Department will conduct a complete criminal and driving record investigation on the applicant. Those applicants, who have any criminal convictions, whether by arrest or citation, or a poor driving record, may be disqualified from acceptance.
- APPLICATIONS:** Applications are available year round from the Sitka Police Department or downloaded from the Cadet web page located at www.cityofsitka.com/police/cadet. Background investigations are completed in August and November and Interviews are done in December. Cadet Recruits begin on or about January 1.
- MEETINGS:** Meetings are held either on a Saturday or Sunday depending on the curriculum, once a month at the Sitka Police Department located at 304 Lake Street. Meetings are Mandatory.
- TRAINING:** Cadets must complete a Training Phase before being allowed to ride on patrol with a regular officer. Cadets must complete a department tour, Jail tour, Evidence Room, and Radio Test.
- ADVISORS:** Cadets will use the Cadet Program Chain of Command to resolve problems. If this is not possible, Advisors are available at all meetings or on emergency basis via dispatch.