



MONMOUTH COUNTY PROSECUTOR'S OFFICE					
VOLUME: 02	CHAPTER: 26	# OF PAGES: 3			
SUBJECT: RECRUITMENT PLAN – PROMOTING DIVERSITY IN LAW ENFORCEMENT RECRUITING					
EFFECTIVE DATE: June 3, 2024	ACCREDITATION STANDARDS: N/A	REVISION DATE 6/03/2024	PAGE # 2		
UNDER THE AUTHORITY OF: Prosecutor Raymond S. Santiago					
BY THE ORDER OF: Chief John G. McCabe, Jr. 					
SUPERSEDES ORDER #: N/A					

PURPOSE: The goal of the Monmouth County Prosecutor’s Office (MCPO) Recruitment Plan is to attract qualified individuals to pursue a career with the Monmouth County Prosecutor’s Office. The objective is to achieve an overall racial and gender composition of the agency comparable to the service population of the County through MCPO recruiting activities. This agency will make a good-faith effort to meet specific goals for recruiting a diverse workforce, in terms of people of color, ethnicity, and gender diversity. The goals and objectives will be accomplished through various recruitment activities listed in the Recruitment Activities section of this plan.

POLICY: The Monmouth County Prosecutor’s Office recruits from a candidate pool open to residents of Monmouth County or, in specific circumstances with the Prosecutor’s discretion, within 20 miles of the MCPO Main Office in Freehold, New Jersey, as calculated by geodesic distance (e.g., as the crow flies) by the County’s ArcGIS mapping tool or comparable mapping tools the County may employ in the future.

Monmouth County is an equal opportunity employer in all facets of the personnel process.

I. CURRENT DEMOGRAPHICS

The demographics composition of the service area and agency are represented in the following table:

MONMOUTH COUNTY						
Data is Based on the 2020 Census	POPULATION		CURRENT SWORN OFFICERS TOTAL		CURRENT SWORN OFFICERS FEMALE	
RACE/ETHNICITY	#	%	#	%	#	%
White	520,716	82.60%	54	67.5%	3	3.75%
Black or African American	46,443	7.37%	7	8.75%	2	2.5%
Hispanic (Any Race)	60,939	9.67%	12	15%	3	3.75%
Native American or Alaska Native	1,211	0.19%	0	0%	0	0%
Asian	31,258	4.96%	3	3.75%	1	1.25%
Native Hawaiian or Pacific Islander	211	0.03%	1	1.25%	0	0%
Other Race Alone	18,187	2.89%	0	0%	0	0%
Two or More Races	12,354	1.96%	3	3.75%	0	0%

II. RECRUITMENT ACTIVITIES

- A. The best law enforcement recruiters are personnel currently serving in sworn positions. Therefore, every member is charged with actively recruiting individuals they feel are qualified, with the potential to be an asset to the agency. The Chief of County Detectives is responsible for the administration of the Recruitment Plan in accordance with this policy and the MCPO Selection of Personnel Policy.
- B. This agency will take a proactive role in programs intended to attract qualified individuals to apply for investigative positions within the Monmouth County Prosecutor’s Office. These programs include, but are not limited to:
 - 1. Establishing and maintaining contacts with community organizations, educational institutions, and the Monmouth County Prosecutor’s Office Police Chaplain Program, and providing recruitment materials for display and distribution.
 - 2. Participation in career day-type programs at educational institutions and other public places and events.
 - 3. Posting ongoing recruitment announcements on the MCPO website.
 - 4. Offering internship programs for college students interested in pursuing a career in law enforcement.
- C. Particular attention should be paid to attracting candidates in approximate proportion to the racial, ethnic and gender composition of the County.

- D. Personnel assigned to recruitment activities at career day similar events and programs, will be provided with information so that they are knowledgeable in matters pertaining to agency management and operation. Those topics include, but are not limited to:
 - 1. Career opportunities
 - 2. Salaries, benefits and training
 - 3. Hiring guidelines
 - 4. Community information
 - 5. Cultural diversity
 - 6. Qualification and selection process
 - 7. Eligibility requirements

- E. These recruiting materials will identify the Monmouth County Prosecutor's Office as an equal opportunity employer and will include the following information:
 - 1. Basic description of duties
 - 2. Responsibilities
 - 3. Requisite skills
 - 4. Educational level
 - 5. Other minimum qualifications and requirements

III. ANNUAL REVIEW, EVALUATION AND REPORTING

- A. The County Prosecutor, or designee, shall conduct an annual review of the "Recruitment Plan" and shall include performing an annual agency demographic review, determining whether any substantial disparities have been reduced, and if need be, revise the "Recruitment Plan" accordingly if the goals and objectives are not met.

- B. N.J.S.A. 52:17B-4.10, et. seq. requires that each law enforcement agency report certain law enforcement applicant data annually by January 31 for the preceding year. The data required to be reported is listed in the New Jersey Attorney General's Guideline: "Promoting Diversity in Law Enforcement Recruiting and Hiring" in Section III.

<https://www.nj.gov/oag/dcj/agguide/directives/ag-Guidelines-Diversity-in-LE-Recruiting-and-Hiring.pdf>

- C. The reporting form can be found at:

<https://www.nj.gov/oag/dcj/agguide/directives/Appendix-A.xlsx>

- D. The data collected shall be published in the annual report of the County Prosecutor. MCPO shall update the description of its Program on the agency's website accordingly after each annual reporting.