



**JOB POSTING: POLICE INTERN (Summer 2015)**

City of Detroit Police Department

The Detroit Police Department (DPD) is accepting applications for a Police Summer Intern Program. This program has been designed to prepare and develop students who intend to enter a career in law enforcement as well as support their successful completion of a college education. Interns will learn about the functions and duties of a metropolitan police department, how to develop their career, and receive hands-on experience in various divisions of the DPD. Through the DPD Summer Intern Program, students will gain valuable work experience, on the job training, and have an opportunity to develop a professional networking base for future positions in government or law enforcement.

**Schedule:** 35 hours per week  
Unpaid; if funding is made available, the internship may be a paid position.  
Work hours depend on assignment

**Duration:** June 9, 2015 through August 14, 2015 (10 weeks)

**Minimum Qualifications:**

- GPA 2.3 (based on 4.0 scale)
- Major area of study: Criminal Justice, Law or related area
- Age 18 or older
- Strong desire to pursue a career in law enforcement
- Citizen of the U.S.A.

**Requirements:**

- Submit an essay of between 150 and 250 words re:
  - 1) *Why an internship with the DPD important to me and my career goals*
  - 2) *My future goals and ambitions related to a career in law enforcement*
- Complete application packet with transcript and submit to college internship coordinator

**DEADLINE FOR APPLICATIONS: MARCH 16, 2015**

***If application is made outside of your college intern office, applications may be emailed to [FLIPPOS@detroitmi.gov](mailto:FLIPPOS@detroitmi.gov) or faxed to 313-596-2715, attn. Dawn. Must be received by March 16, 2015***  
***Do not send via U.S. Mail. Packets may be dropped off at 1301 Third St., Detroit- 3<sup>rd</sup> floor***

To become a DPD Intern, applicants must successfully pass a police background check, drug test, provide a photo ID and Medical Certification of Fitness from their physician. Candidates will be required to sign Confidentiality Agreement and Release of Liability forms at time of hire.

**Description of Duties:**

- Learn about all aspects of the Detroit Police Department through observation, education and hands on experience
- Work side by side with police personnel in performing and assisting with multiple police duties
- Experience police work through assignments in patrol/precinct duty and special interest areas
- Participate in ride-alongs with officers
- Perform administrative support as requested
- Assist police with cases and investigations
- Participate in Career Development learning experiences and Town Hall sessions

Candidates will be selected from recommendations by college/university internship coordinators. Candidates will be ranked and selected for oral board interviews conducted by Detroit Police Officers. *A cover*



CITY OF DETROIT POLICE DEPARTMENT  
POLICE INTERNSHIP PROGRAM- SUMMER 2015

## APPLICATION CHECKLIST

|   |         |                     |  |
|---|---------|---------------------|--|
| Name:   |         | College/University: |  |
| Phone:  | E Mail: | Major:              |  |
| Referred by: (Intern Coordinator, Advisor, Faculty) |         | Contact Information |  |
| Specific Areas of Interest                          |         |                     |  |

Application package includes:

- ☐ Internship Application- all sections completed
- ☐ Copy of Transcript (unofficial copy accepted)
- ☐ Essay- 150-250 words:
  - *Why an Internship with the DPD is Important to Me and My Career Goals*
  - *My Future Goals and Ambitions Related to a Career in Law Enforcement*
- ☐ Completed Application Checklist
- ☐ Release of Information form

Deadline to submit completed application package: no later than **MARCH 16, 2015**

Submit to:

Detroit Police Dept.  
1301 Third Street  
Detroit, MI 48226

Email: [FLIPPOS@detroitmi.gov](mailto:FLIPPOS@detroitmi.gov)  
Fax: 313-596-2715- Attn Dawn

Interns may be supplied with intern logo polo shirts. Please indicate your size:

- ☐ small    ☐ medium    ☐ large    ☐ x-large    ☐ xx-large

If selected for interview, the intern will be required to produce a **photo ID** to enter the interview.

*I understand the selection process will require me to successfully pass a complete background check, drug test, and interview. I will be required to submit a Medical Clearance form from my medical provider and sign Confidentiality Agreement and Release of Liability forms.*

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date Submitted

\_\_\_\_\_  
Applicant Name (please print)

\_\_\_\_\_  
Signature of Coordinator



**CITY OF DETROIT POLICE DEPARTMENT**

**APPLICATION FOR  
DETROIT POLICE INTERNSHIP PROGRAM**

**SUMMER 2015**

Date: \_\_\_\_\_

Name: \_\_\_\_\_  
(Last) (First) (Middle Initial)

Present  
Address: \_\_\_\_\_  
(Street) (City) (State) (Zip)

Permanent  
Address: \_\_\_\_\_  
(Street) (City) (State) (Zip)

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Are you at least 18 years of age? \_\_\_\_\_ Referred by: \_\_\_\_\_

Can you, after employment, submit proof of your legal right to work in the United States? ☐ Yes ☐ No

**EDUCATION**

College/University \_\_\_\_\_

Address: \_\_\_\_\_  
(Street) (City) (State) (Zip)

Currently attending? ☐ Yes ☐ No Status: \_\_\_\_\_ Grade Point Average: \_\_\_\_\_

Major: \_\_\_\_\_ # of hours completed (as of 5/1/2015) \_\_\_\_\_

Anticipated Graduation Date: \_\_\_\_\_ Intern Coordinator: \_\_\_\_\_

Internship credits: # of credits to earned: \_\_\_\_\_ ☐ Not for credit

Have you ever previously applied to the Detroit Police Department? ☐ Yes ☐ No

Have you ever previously worked for the City of Detroit? ☐ Yes ☐ No If yes, where? \_\_\_\_\_

Have you previously participated in any of the Detroit Police Department programs?

☐ Jr. Police Cadets ☐ Mayor's Time Public Safety Academy ☐ Explorers ☐ DPD Internship

Have you previously attended or completed a police academy? If so, where: \_\_\_\_\_

How did you hear of the DPD Intern Program?

☐ College posting ☐ Referred by Advisor/Faculty ☐ Referred by employee

☐ Career Fair (location) \_\_\_\_\_ ☐ Other \_\_\_\_\_

List all jobs held within the past 10 years. Use an additional sheet if needed.

## MILITARY HISTORY

**APPLICATION WILL NOT BE PROCESSED WITHOUT ALL INFORMATION COMPLETED.**

**X** \_\_\_\_\_ **Applicant's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Detroit Police Department**  
Human Resources/Recruiting (Rev. 03/08)

**AUTHORIZATION FOR  
THE RELEASE OF PERSONAL INFORMATION**

I, \_\_\_\_\_, the undersigned do hereby authorize a review of and full disclosure of all records and information concerning myself to any authorized agent of the Detroit Police Recruiting Dept. whether the records are of a public, private or confidential nature.

The intent of this authorization is to give my consent for full and complete disclosure of the following information, records, or documents without limitations; military service, law enforcement or criminal records from any law enforcement or prosecuting agency or court, educational institutions, financial or credit institutions (including records of loans), employment and pre-employment records including but not limited to background reports, efficiency ratings, complaints or grievances filed by or against me, and the record and recollections of attorneys at law, or other counsel, whether representing me or another person in any case or matter (either criminal or civil) in which I presently have or have not had an interest.

I understand any information obtained during the investigation will be considered in determining my suitability as placement in the Detroit Police Department Intern Program. I agree that any person(s) or organizations who may furnish such information to the Detroit Police Department shall not be held legally accountable in any way for giving this information and I do hereby release said person(s) or organization from any and all liability which may be incurred as a result of furnishing such information.

I understand that information obtained by Detroit Police Recruiting for the purpose of determining my eligibility for participation is the property of the Detroit Police Department and that neither I nor any person authorized by me will be allowed to view any of the information contained in these files.

A copy of this release will be as valid as an original thereof, even though said copy does not contain an original of my signature.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (Please Print)

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Maiden or any other name used for work/school

\_\_\_\_\_  
Drivers License Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
State issuing drivers license

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
Email