

Salem Police Department
Volunteer Position Description

Position: Radar Reader Board Volunteer
Supervision: Volunteer Coordinator
Schedule: Teams of two operate Monday through Sunday, 8am-noon and 1pm-5pm.
Must commit to a regular weekly schedule of four hours per week for a minimum of six months.
Purpose: Report to areas of Salem which are experiencing speed problems in a traffic calming effort.

Description of Duties:

- Refer to Traffic Control Unit complaint locations to plan route for the day
- Set up the reader board, monitoring the speed of passing vehicles
- Note license plate numbers for vehicles driving more than 10 mph over the posted speed
- Move reader boards to and from the city shops for charging and repair as needed

Requirements:

- Ability to pass a background check and sign release for annual medical certification and driving records check
- Must be supportive of the Salem Police Department, its mission, and comfortable working within a police environment
- Commitment to comply with confidentiality requirements and police policies
- Must be at least 21 years of age
- Ability to lift 30 pounds
- Ability to physically stand outdoors in 30-minute increments for a total of at least 4 hours (with breaks) in various climates in order to operate the reader board
- Must operate city-owned vehicles in a safe and cautious manner
- Must possess current and valid Oregon driver's license and liability insurance
- Must be willing to work with a partner
- Must commit to a regular weekly schedule of four hours per week for a minimum of six months

Required Training:

- Orientation with the Volunteer Coordinator
- On-the-job training with a volunteer trainer
- Annual driving test with an instructor
- Additional individualized training as needed