



# The Village of **YELLOW SPRINGS**

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**Job Title:** Full-Time Police Officer

**Department:** Police

**Reports To:** Corporal / Sergeant / Chief of Police

**Hourly Pay Rate:** Pay Level 11A(B)-11A(F) (\$29.43 – \$35.88)

**Employment Status:** Full-Time

**FLSA:** Non-Exempt

## **Position Overview**

The Village of Yellow Springs Police Department is a progressive, community-oriented agency committed to full-service policing. We believe effective law enforcement relies on meaningful partnerships with the community, where officers and citizens work together to identify, prioritize, and solve problems. This role requires professionalism, integrity, and a deep commitment to public service both on and off duty.

This is more than just a job it's a position built on trust, credibility, and competence. As a representative of the Village, your conduct and performance directly impact public confidence in law enforcement. We're looking for officers who embody integrity, respect, and service at all times.

## **Required Qualifications**

- Must be a U.S. citizen and at least 21 years of age at the time of application.
- Must have a high school diploma or GED.
- Must possess or be able to obtain a valid Ohio driver's license and maintain a good driving record.
- Must demonstrate strong interpersonal skills and the ability to follow lawful authority and department protocols.
- Must meet physical demands consistent with medium-range law enforcement duties.
- Must be able to interpret and apply police procedures and legal concepts accurately.
- Must have normal vision and color perception, including the ability to identify traffic signals, license plate details, and environmental cues—even without corrective lenses in emergency situations.

## **Key Responsibilities and Required Skills:**

- Understand and apply state and local laws, especially regarding arrest procedures and evidence handling.

- Learn and follow proper safety protocols and practices to minimize occupational hazards.
- Conduct thorough investigations including evidence collection, witness interviews, arrests, and follow-ups.
- Communicate clearly and professionally, both in written reports and verbal interactions.
- Maintain accurate records and perform related clerical or administrative duties.
- Handle firearms responsibly and with appropriate training.
- Interact with the public tactfully, respectfully, and confidently.
- Manage time effectively and prioritize multiple tasks under pressure.
- Remain calm and exercise sound judgment in stressful or high-risk situations.

### **Compensation and Benefits:**

- Shift and Weekend Differential Pay
- Vacation, Personal, and Sick Leave
- Compensatory Time & 11 Paid Holidays
- Overtime Opportunities
- Medical, Dental, and Vision Insurance
- Life Insurance
- Educational Financial Assistance
- Deferred Compensation Program
- Employee Assistance & Wellness Programs
- Paid Training and Uniforms
- Membership Dues (when applicable)
- Annual Swimming Pool Passes
- Modern Equipment (including outer carrier vests)
- Progressive Policies on facial hair and tattoos

### **Application Process:**

We invite interested candidates to submit a resume, application, and cover letter that highlights their relevant experience and enthusiasm for the role.

Please send your application materials to **paige.burge@yellowsprings.gov**. This position will remain open until filled.

In accordance with applicable federal, state and local law, the Yellow Springs Police Department provides equal opportunities for applicants and employees, regardless of race, gender expression, age, pregnancy, religion, creed, color, national origin, ancestry, physical or mental handicap, genetic information, veteran status, military status, marital status, sex or any other protected class or status. The Department does not show partiality or grant any special status to any applicant, employee or group of employees unless otherwise

required by law. The Department will recruit and hire only those individuals who demonstrate a commitment to service and who possess the traits and characteristics that reflect personal integrity and high ethical standards.

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*Job description statements are intended to describe the general nature and level of work being performed by employees assigned to this job title. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required.*