



Police Cadet

Department: Police Department

Salary: \$18.00 Hourly

Supervisor: Chief of Police

FLSA Status: Non-Exempt

JOB SUMMARY

The **Police Cadet** participates in a full-time, comprehensive training program at a **Certified Police Academy** to gain the skills and knowledge required to serve as a licensed peace officer. Upon successful completion of the program, the cadet will be promoted to a full-time **Police Officer** position within the department.

MAJOR DUTIES

- **Academy Training:** Attend and successfully complete all academic, physical, and tactical training required by a **Certified Police Academy**. The cadet must meet all graduation requirements and pass the **Texas Peace Officer** licensing exam.
- **Physical Fitness:** Maintain the physical standards required by both the academy and the department, participating in all physical fitness assessments.
- **Mentorship:** Participate in regular meetings with an assigned mentor to discuss progress, challenges, and feedback. Submit to evaluations and progress reports reviewed by the **Chief of Police**.
- **Ethical Conduct:** Adhere to all department policies, procedures, and ethical standards. Display professionalism in behavior, communication, and personal conduct.
- **Background Checks:** Successfully pass all required background checks, psychological assessments, and physical exams, ensuring eligibility to serve as a police officer.
- **Administrative Tasks:** Complete all required paperwork and reports associated with academy training and employment. This includes time management records and training evaluations.
- **Service Commitment:** Upon successful completion of the training program, cadets must commit to a minimum of two years of full-time service as a police officer with the **Kenedy Police Department**.

KNOWLEDGE REQUIRED BY THE POSITION

- **Academy Knowledge:** Understanding of federal, state, and local laws as taught in the academy, including criminal and traffic codes, arrest procedures, and community policing techniques.
- **Physical Preparedness:** Demonstrated ability to meet the physical demands of law enforcement work, including the strength and endurance required to pass all academy physical tests.
- **Communication Skills:** Strong oral and written communication skills to effectively engage with instructors, mentors, and peers during the training program.
- **Ethical Judgment:** An understanding of and commitment to the ethical responsibilities required of a law enforcement officer, with the ability to follow department guidelines and procedures.

SUPERVISORY CONTROLS

The Chief of Police or a designated mentor assigns work and monitors the cadet's progress throughout the training program. Work is evaluated through reports, observations, and formal academy assessments to ensure compliance with program standards.

GUIDELINES

Guidelines include the rules and regulations set by the **Kenedy Police Department**, state and federal laws, academy training manuals, and ethical standards required for law enforcement officers. Cadets are expected to follow these guidelines rigorously throughout the training period.

COMPLEXITY / SCOPE OF WORK

Complexity: The cadet must adapt to various training scenarios, including physical, academic, and tactical challenges. The ability to respond to instructions quickly and effectively is critical.

Scope: The cadet's performance directly impacts their eligibility for promotion to Police Officer. Successful completion of the program contributes to the department's mission of public safety and law enforcement.

PHYSICAL DEMANDS / WORK ENVIRONMENT

- **Physical Demands:** The work is highly physical and includes activities such as running, lifting, climbing, and defensive tactics. Cadets must meet the academy's rigorous physical fitness standards and demonstrate the endurance necessary for law enforcement duties.
- **Work Environment:** The work is primarily conducted at a **Certified Police Academy**, with training activities held both indoors and outdoors. Cadets may be exposed to challenging environments, including inclement weather, while performing physically demanding tasks.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

This position has no supervisory responsibilities.

MINIMUM QUALIFICATIONS

- **Education:** A high school diploma or equivalent is required. Some college coursework in criminal justice or a related field is preferred but not mandatory.
- **Licenses and Certification:** Possession of a valid Texas driver's license with a good driving record is required. Cadets must also be able to meet the requirements set by the **Texas Commission on Law Enforcement (TCOLE)** and successfully obtain their **TCOLE Basic Peace Officer Certification** upon completion of the academy.
- **Age Requirement:** Must be at least 21 years of age at the time of academy enrollment.

ACKNOWLEDGMENT

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.

By signing below, I acknowledge that I have read and understood my job description and that I am qualified to perform these duties and responsibilities. I further understand that if I am unclear about any aspect of this job, I will seek clarification from management.

Employee Signature

Date

Employee Printed Name