



California Highway Patrol



Recruitment Program Manual HPM 70.16 **Public Safety Dispatcher**



DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

RECRUITMENT PROGRAM MANUAL

THIS PUBLICATION MAY BE PURCHASED FROM THE
CALIFORNIA HIGHWAY PATROL.

REVISED NOVEMBER 2021

LIBRARY DISTRIBUTION ACT

HPM 70.16

FOREWORD

The purpose of this manual is to provide direction regarding the Recruitment Program to all departmental employees. This program was developed to ensure the most qualified candidates are sought out and encouraged to apply for the position of Cadet, CHP, and Public Safety Dispatcher, CHP. The Recruitment Program also includes the mentoring and retention of candidates throughout the selection process and provides direction for nonuniformed recruiting.

All inquiries and questions regarding the Recruitment Program should be directed to the Personnel and Training Division, Cadet Hiring and Recruitment Section, Recruitment Unit, Statewide Recruitment Program Coordinator, at (916) 843-3275.

OFFICE OF THE COMMISSIONER OPI: 094

TABLE OF CONTENTS

HIGHWAY PATROL MANUAL 70.16, RECRUITMENT PROGRAM MANUAL

	<u>OPI</u>
CHAPTER 1 RECRUITMENT PROGRAM.....	094
CHAPTER 2 RECRUITMENT OFFICER ROLES AND RESPONSIBILITIES	094
CHAPTER 3 RECRUITMENT STRATEGIES AND RESOURCES	094
CHAPTER 4 RECRUITMENT PRESENTATIONS.....	094
CHAPTER 5 RECRUITMENT ADVERTISING.....	094
CHAPTER 6 AMERICANS WITH DISABILITIES ACT	094
CHAPTER 7 MANAGING RECRUITMENT FUNDS	094
CHAPTER 8 RECRUITMENT PURCHASING	094
CHAPTER 9 SELECTION PROCESS	094
CHAPTER 10 NONUNIFORMED CLASSIFICATIONS.....	094
CHAPTER 11 DELETED.....	094
CHAPTER 12 CADET CANDIDATE MENTORING PROGRAM.....	094
CHAPTER 13 CANDIDATE RIDE-ALONG	094
CHAPTER 14 MEASURING RECRUITING EFFECTIVENESS.....	094

