

Ocean City Police Department

Position Listing

Police Public Affairs Specialist

Ocean City Police Department
6501 Coastal Highway
Ocean City, Maryland 21842

Job Title: Police Public Affairs Specialist

Salary: \$ 37,390.30/year

Closing Date: September 14, 2012

Position Overview: A Police Public Affairs Specialist (PPAS) disseminates the Department's message; facilitates better interaction among the Department, the media, and the public; and promotes the Department's value and mission statement. The goal of the Department is to ensure that the community is kept informed in a timely manner about current events, programs and news. The PPAS is the official spokesperson for the department in these matters and related inquiries from the media and other various sources. The Department recognizes that an important and essential building block of a police department is open communication with the public it serves. Experience has proven that this philosophy ensures the confidence, respect, and trust of the community. A PPAS must gain this community trust by taking a proactive approach to better inform stakeholders of public safety matters. A PPAS should possess exceptional public speaking and writing skill abilities to assure accurate information is conveyed. A formal education in journalism or other communication fields is required. This along with related professional experience will greatly assist the selected candidate through some challenging times.

ALL CANDIDATES MUST MEET THE MINIMUM AND SELECTIVE QUALIFICATIONS

Minimum Qualifications:

- **Citizenship:** Must be a United States citizen
- **Education/Experience:** Must possess a Bachelor's Degree from a four year college or university in journalism, literature, mass media, communications or related field and two or more years of related experience and/or training or equivalent combination of education and experience.
- **Proficiencies:** Must be proficient in the use of common computer software programs, internet social media to include Twitter, Blog, Facebook, and YouTube and experience in videography and digital imaging for the purpose of developing and incorporating visual marketing for related social media venues.

Notes:

- Employees will be subject to call-ins and overtime based upon staffing needs and demand for service during emergency and critical incidents.
- Employees must possess a valid motor vehicle operator's license
- Candidates must successfully pass a complete background investigation to include a police records check, employment history, credit history, education history, neighborhood check and reference check
- Candidates must successfully pass a pre-employment physical examination, polygraph examination and drug screen

Applications can be obtained at www.oceancitymd.gov/police or by contacting the Ocean City Police Department Training and Recruiting Section at 410-723-6612

Completed applications must be sent to the attention of the Training and Recruiting Section, Ocean City Police Department, 6501 Coastal Highway, Ocean City, Maryland 21842