PINE HILL POLICE DEPARTMENT
RECRUITMENT PLAN

GOALS and OBJECTIVES

The goal of the Pine Hill Police Department Recruitment Plan is to attract qualified individuals to pursue a career with the Pine Hill Police Department. The objective is to achieve an overall racial and gender composition of the department in comparison to the service population of the Borough through the departments recruiting activities. This agency will make a good faith effort to meet specific goals for recruiting a diverse workforce, in terms of people of color and gender diversity. The goals and objectives will be accomplished through various recruitment activities listed in the Recruitment Activities section of this plan.

GENERAL

The Borough of Pine Hill is a New Jersey Non-civil service Jurisdiction and adheres to New Jersey Revised Statues 40A:14-123.1a. and the New Jersey Administrative Code in its recruitment and selection process.

The Borough of Pine Hill does not have a residency requirement. Applicants may reside in any municipality of this State. The appointing authority may, in accordance with NJAC classify all the duly qualified applicants for the position or positions to be filled in the following classes:

- Residents of the municipality.
- Other residents of the county in which the municipality is situated.
- Other residents of the state.
- All other qualified applicants.

The Pine Hill Police Department, an equal opportunity employer, remains committed to the ideals of diversity and inclusiveness of men and women of all races, creeds, religions, and ethnicities. It is therefore the policy of the Pine Hill Police Department to seek out, test, and hire only the most qualified police applicants.

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CURRENT DEMOGRAPHICS

JANUARY 2026

PINE HILL						
Census.gov Data Estimates July 2024 (V2024)	POPULATION 10,894		CURRENT SWORN OFFICERS TOTAL		CURRENT SWORN OFFICERS FEMALE	
RACE / ETHNICITY	#	%	#	%	#	%
WHITE ALONE	5730	52.6%	23	88.45%	1	3.85%
BLACK or AFRICAN AMERICAN	2843	26.1%	2	7.7%	0	0%
HISPANIC - ANY RACE	1372	12.6%	0	0%	0	0%
AMERICAN INDIAN OR ALASKA NATIVE	0	0%	0	0%	0	0%
ASIAN	283	2.6%	0	0%	0	0%
NATIVE HAWAIIAN OR PACIFIC ISLANDER	0	0%	0	0%	0	0%
SOME OTHER RACE ALONE	0	0%	1	3.85%	0	0%
POPULATION OF TWO OR MORE RACES	1,634	15.0%	0	0%	0	0%

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RECRUITMENT ACTIVITIES

- Identify and maintain contact with local minority organizations and social support groups including, but not limited to educational, religious, ethnic, racial, and gender-based organizations.

  Activities include, but are not limited to:

  - Provide recruitment brochures and materials to educational, religious, ethnic, racial, and gender-based organizations.
  - Contact the local Board of Education to seek permission to address high school students to interest them in a career with the agency following completion of their formal education.
  - Attend Career Days at local schools.
  - Draft, print, and distribute informational brochures that may attract qualified candidates to the agency.
  - Make maximum use of the Pine Hill website and community notification systems to attract qualified candidates to the agency.

- Advertise on the Pine Hill Police Department's web page and other social media platforms, as well as any other appropriate media market, for persons meeting eligibility requirements.

- Implementing standardized forms in the application process that reduce subjective responses that may impact the hiring of underrepresented groups and training the recruiting and hiring team on explicit and implicit bias.

- Instituting clear criteria for hiring and an oversight process for reviewing hiring; consider making publicly available information on examples of background-check issues that can disqualify applicants.

- Connecting with community stakeholders for underrepresented groups to better understand the factors affecting those groups in the application process.

ANNUAL REVIEW, EVALUATION AND REPORTING

- The Chief of Police, or designee, shall conduct an annual review of the Recruitment Plan and shall include, but not limited to, performing an annual agency demographic review, determining whether any substantial disparities have been reduced, and if need be, revising the Recruitment Plan accordingly if the goals and objectives are not met.

- N.J.S.A. 52:17B-4.10 et seq requires that each law enforcement agency must report certain law enforcement applicant data annually by January 31st for the preceding year. The data required to be reported is listed in the New Jersey Attorney General Guideline "Promoting Diversity in Law Enforcement Recruiting and Hiring" in Paragraph III.

- New Jersey OAG Police Recruiting Data Dashboard Link