SWORN MEMBER VACANCY

The Kansas City Missouri Police Department employment practices are designed to hire, promote, and assign members without discrimination on the basis of race, color, national origin, limited English proficiency, sex, sexual orientation, gender identity, age, religion, disability, or low-income level.

Date: October 7, 2026

JOB VACANCY MEMORANDUM NO. 26-28

TITLE: Community Engagement Officer

ELEMENT OF ASSIGNMENT: Community Engagement Division

VACANCY STATUS: Anticipated

EXPIRATION DATE: November 4, 2026 *Extended*

REQUIREMENTS:

This process is for all sections of the Community Engagement Division, Community Interaction Officer / Community Action Network Officer / Police Athletic League Officer. The goal of this position is to build and maintain positive community relationships between events, engage the youth in athletic and academic programming, community conversations or any other tasks that are deemed necessary. Officers should expect these positions to be a combination of administrative duties as well as being present and active in the communities they serve. Tasks will vary greatly based on the department and division's needs.

Hours of Assignment

Officers' hours will be primarily 0700 to 1500, Monday through Friday, or 1200 to 2000, Monday through Friday. Officers must be willing to adjust hours, work extended hours, on days off as needed by the division. Every opportunity will be taken to give advance notice of a change in the work schedule, but it cannot be guaranteed.

Requirements

Sworn members with no change in employment status, must have an Academy graduation date on or before **8/03/2023**, as recorded in HRD.

Sworn members who have separated from employment and/or lateral sworn members, must been re-appointed or appointed on or before **8/03/2023**, as recorded in HRD.

Years of service completed with KCPD, or any other law enforcement agency, prior to a sworn member's current appointment/re-appointment date will not be counted to establish the years of service eligibility requirement.

In addition, eligible officers must also be able to meet the following requirements:

- Must possess a positive “community policing” mindset.
- Exhibit composure under stress, patience and resourcefulness.
- Possess above average oral and written communication skills with citizens and other department members.
- Ability to use basic computer programs such as Outlook, Word, Excel and PowerPoint.
- Maintain reliable and predictable attendance.
- Complete and all job-related trainings identified as critical to each position.

Selection Process

All interested qualified law enforcement members who meet the above qualifications must submit a Request for Transfer, Form 4 P.D., through the chain of command. In addition, one copy must be submitted to the Human Resources Division and one copy submitted to **Captain Salatha Solomon, Youth & Social Services Commander/CED**, along with a completed Selection Process Candidate Review Form, Form 417 P.D., a resume and a copy of two (2) written documents that have demonstrated the candidate’s ability to write in a professional manner, no later than **November 4, 2026.** Your resume should include education, work history, and any special training received. Qualified applicants will be contacted to schedule an interview at a later date and time.

All questions regarding this selection process should be forwarded to Captain Salatha Solomon at Salatha.Solomon@kcpd.org

Captain Justin Pinkerton

Captain Justin Pinkerton
Commander, Employment Unit