



# 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:** January 13, 2026

**JOB VACANCY MEMORANDUM NO.** 26-02

**TITLE:** Internal Affairs Detective

**ELEMENT OF ASSIGNMENT:** Internal Affairs Unit

**VACANCY STATUS:** Vacant

**EXPIRATION DATE:** January 27, 2026

## **REQUIREMENTS:**

Sworn law enforcement officer holding the rank of police officer or detective. A minimum of five (5) years consecutive service, eighteen (18) months of which must have been served in a Patrol Bureau line element. Candidates must have an academy graduation date on or before **11/22/2022**.

Sworn members who have separated from employment and/or lateral sworn member's must have been re-appointed or appointed on or before **11/22/2022** 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

Ability to communicate with the public and other employees in an effective and professional manner, in person and by telephone.

Ability to conduct interviews and assemble facts in a logical order according to established practices.

Ability to work under minimal supervision and to maintain the security of confidential and sensitive matters.

Must possess above average written and oral communications skills.

Ability to create, store and transfer various electronic documents within varying computer system files.

Maintains reliable and predictable attendance. Must be willing to work twenty-four hour on-call shifts and are

capable of working flexible hours on short notice.

Must be familiar with department policies and procedures and be able to identify possible policy/procedure violations.

Build and maintain effective working relationships with other staff and other KCPD elements, as well as other law enforcement entities and the general public.

Must be able to perform related duties as required.

The member's personnel jacket will be reviewed. All disciplinary actions will be reviewed and all actions involving willful misconduct during the member's employment will be considered and may result in elimination from the process. Must not have any Brady or Giglio concerns, which could affect court or board hearing testimony. Members with any Brady or Giglio concerns are not eligible for processing.

### **NATURE OF WORK:**

Conducts investigations into citizen complaints against Department members, investigations originating within the Department and some pre-employment background investigations.

### **PROCESS PREPERATION:**

In preparation for the selection process, it is recommended that candidates review:

- L.B. 01-2                    The Garrity Rule
- P.I. 22-11                 Police Involved Incident Response
- P.I. 25-04                 Response to Community Complaints
- P.P. 310-7                 Discrimination and/or Harassment
- P.P. 312-6                 Member Investigation, Discipline, and Appeals
- Duty Manual Internal Affairs Unit Duty Manual 2025

### **PROCESS OUTCOME:**

Upon acceptable performance and successful completion of the selection process, conducted by Internal Affairs Unit personnel, the candidates selected will be placed onto a new eligibility list for the position of Detective in the Internal Affairs Unit.

### **TO REQUEST PARTICIPATION:**

All law enforcement members interested in being interviewed for the above position must submit a Request for Transfer, Form 4 P.D., to the Human Resource Division (HRD). The original Request for Transfer, Form 4 P.D. must be submitted through the chain. In addition, one copy of the Request for Transfer, Form 4 P.D., a completed Selection Process Candidate Review Form, Form 417 P.D. (with chain of command endorsement), accompanied by an updated resume, must be sent directly to **Sgt. Ryan Helms, Internal Affairs Unit** to be received no later than, **JANUARY 27, 2026**.

Officers/Detectives who meet the above qualifications will be contacted individually to schedule the practical exercise and in-person interviews.

Captain Justin Pinkerton  
Commander  
Employment Section

