



# Madison Community Policing Foundation

## COMMUNITY POLICING ADVISORY BOARD

# CONSULTANT ADVISOR POSITION DESCRIPTION

The [City of Madison Police Department](#) (MPD) and the [Madison Community Policing Foundation](#) (MCPF) are currently recruiting applicants to serve as consultants on Community Policing Advisory Boards (CPABs) in each of [Madison's six police districts](#).

As a consultant Advisor with MCPF, you will serve as your community's voice in an ongoing dialogue with the Madison Police Department and the officers who work in your district with the aim of growing trust and legitimacy between residents and MPD.

Advisors will:

- seek and share residents' concerns, questions, and ideas
- advise district officers on community issues
- help bring together diverse groups within their community to promote cross-cultural communication and understanding
- amplify voices that have traditionally gone unheard
- promote transparency between MPD and our community
- help plan and hold events and activities that grow the relationship between MPD and their community

## COMMITMENT AND COMPENSATION

Advisors will commit to attending 10 Community Policing Advisory Board meetings between June 2023 and September 2024 (dates and times to be determined, pending U.S. Department of Justice approval of federal grant extension request).

As your CPAB sees fit, at times Advisors may also work collaboratively with other nonprofit community-based organizations to plan and conduct activities such as:

- Large-group community meetings or small-group targeted feedback sessions
- Resident surveys or interviews
- Community-building events such as block parties, picnics, or celebrations

Advisors will be compensated at \$25 per hour; 40 total hours over the duration of the grant award (maximum \$1,000 per Advisor). It is anticipated that 30 hours will cover 10 CPAB meetings for an Advisor. An additional 10 hours will be available to attend police-community events. All Advisor compensation will be paid by MCPF through the grant from the U.S. Department of Justice's Office of Community Oriented Policing Services ([cops.usdoj.gov](https://cops.usdoj.gov)).

## WHO WE ARE LOOKING FOR

We are seeking a total of 30 individuals 21 years or older (five in each of [Madison's six police districts](#)) with:

- deep knowledge of and strong ties to the Madison police district you live or work in.
- exposure to life challenges – housing or food insecurity, unemployment, mental health struggles, addiction, single parenthood, and so on – whether you have supported others through challenges or have faced and overcome challenges personally.
- community credibility, allowing you to have candid conversations with a wide variety of residents, especially those whose perspectives are not often heard.
- a desire to help create a lasting process for supporting ongoing, productive conversations among community members and MPD to grow and foster trust and legitimacy.
- a commitment to making your community safer for all.

If you live or work in Madison and are at least 21 years old, you are qualified. No prior leadership or community engagement experience is needed. **Criminal history will not disqualify you for selection as an Advisor.**

## DO YOU FEEL YOU FACE BARRIERS TO PARTICIPATION?

We are committed to eliminating barriers to participation such as needs related to childcare, transportation, hours of employment, disability, criminal history, and so on. These are precisely the experiences we view as assets in this work and encourage you to apply, not in spite of barriers to access, but because of such challenges.

## HOW TO APPLY

Applicants are invited to complete a [Statement of Interest form](#) by **Friday, May 19, 2023**. Paper copies of the form in English, Hmong, and Spanish are available at each [Madison Police Department district office](#). You can also request that a paper copy be mailed to you by sending an email to [mcpf-cpab@madisoncommunitypolicingfoundation.org](mailto:mcpf-cpab@madisoncommunitypolicingfoundation.org) or by phone/text at 608-335-2363. Please indicate your full name and mailing address. We anticipate interviewing and selecting Advisors by June 1, 2023, or shortly thereafter.

## PROJECT DETAILS

The creation of Community Policing Advisory Boards is a key part of a grant awarded to the Madison Police Department by the U.S. Department of Justice's Office of Community Oriented Policing Services and supported by the Madison Community Policing Foundation.

## PROJECT TIMELINE

Advisors will attend 10 CPAB meetings and other police-community events between June 2023 and September 2024, with specific dates pending renewal of federal grant.

## GOALS OF THE GRANT

**Goal 1:** Improve legitimacy and trust in our community through officer engagement.

- Create effective multiracial CPABs in each of MPD's six districts.
- Through the support of MCPF for planning, allow officers more time to interact with the public in community settings.

- Improve relationships in at-risk and underserved neighborhoods.

**Goal 2:** Build a sustainable community engagement process that can withstand the reduction of officer's availability to initiate and plan all efforts (due to staffing shortages resulting from recruitment and retention challenges in today's environment)

- Build the capacity of MCPF to manage the administration and logistics of MPD's community engagement activities.
- Build the capacity of MCPF to fundraise to support these efforts.
- Integrate MPD and MCPF efforts into MPD's six districts and CORE team outreach activities.

## ABOUT THE MADISON COMMUNITY POLICING FOUNDATION

In 2016, a small group of retired MPD police officers with extensive backgrounds and experience in community policing, created MCPF as a 501(c)(3) non-profit tax-exempt public charity to build capacity and support local efforts for community policing. Our MCPF mission seeks to:

- 1. SUPPORT** both financially and with volunteers any community policing activities or events which bring police officers, youth, adults and elderly together.
- 2. HONOR** those men and women police officers working in our communities today, and those who have served our communities in the past.
- 3. GROW** the relationship between police and community through any means possible.

## ABOUT THE MADISON POLICE DEPARTMENT

The Madison Police Department is committed to providing high quality police services that are accessible to all members of the community. We believe in the dignity of all people and respect individual and constitutional rights in fulfilling this mission.

The Madison Police Department's vision statement is that we are a national model for exceptional policing through our commitment to selfless public service, effective community partnerships, and evidence-based policing.

## QUESTIONS?

Please direct questions about this opportunity to Liz Merfeld, MCPF COPS grant Project Coordinator, at [mcpf-cpab@madisoncommunitypolicingfoundation.org](mailto:mcpf-cpab@madisoncommunitypolicingfoundation.org) or by phone/text at 608-335-2363.