



Police Officer Recruitment Incentive Program

Effective April 20, 2022, the City has approved a Police Officer Recruitment Incentive Program that consists of a referral bonus for all City employees and a signing bonus for all police officer candidates hired. The Referral Bonus and Signing Bonus both apply to job applications received by the Human Resources Department as of April 20, 2022. This program will be in effect until the program is terminated by the City Manager.

Referral Bonus:

The City of El Centro places great importance on referral because it trusts its employees know what's best for the City. Therefore, all City staff is eligible for a \$2,000 Referral Bonus if they are able to successfully refer and recruit a police officer Entry Level Police Officer and/or Lateral Police Officer. The referral bonus will be paid in two (2) installments, \$1,000 will be given at the time of hire and \$1,000 after successful completion of the probationary period.

The following rules apply:

- Upon hire of the Entry Level Police Officer or Lateral Police Officer, the first installment of \$1,000 will be paid out within a month of date of hire of the candidate. Second \$1,000 installment will be paid out within a month of passing probation.
- Candidate must include the referring employee's name in the employment application, under the "How did you hear about this position?" question.
- Referrer must be an active employee and in good standing at the time of disbursement.
- Only one referral bonus will be awarded to a City employee per candidate.
- Employees cannot refer a family member as defined in section 4.9 of the Rules and Regulations.
- Referring employee remains eligible for the referral bonus if candidate is hired within 18 months of the initial referral and their name was originally included in the candidate's job application and the recruitment incentive program is still in place.
- Employees working at IVC police academy, police recruitment events and other similar recruitment efforts are eligible to receive up to one (1) referral bonus per fiscal year for a candidate contacted at any of these events.

Signing Bonus:

Newly hired Entry Level Police Officers and Lateral Police Officers are eligible for a \$6,500 signing bonus as an incentive to join the City. The signing bonus will be paid out in two (2) installments as follows:

- \$3,500 within a month of being hired and sworn in.

- \$3,000 within a month of successful completion of probation.

The signing bonus is not considered "salary" and shall not be included for purposes of retirement benefit calculations or salary increases. The signing bonus amount will be subject to federal and state tax withholding as bonus earnings.

Payment of the signing bonus is contingent upon:

- Employee must be actively employed at the time of any payment; and

- Employee must be in good standing and not on any form of unsatisfactory performance rating or discipline; and

Eligibility:

A full-time new employee hired as an Entry Level Police Officer or Lateral Police Officer positions who has not worked for the City of El Centro within the last two (2) years will be eligible to receive the signing bonus.

Employee's Obligation:

Employee must agree to work for the El Centro Police Department on a regular and full-time basis for at least two (2) years.

If employee resigns, quits or is released or terminated before the two (2) years of employment must repay a prorated amount of the signing bonus calculated at \$270.83 per month ($\$6,500 / 24 \text{ months} = \270.83).