



Citizen Review Board (CRB) Application

Benton Harbor Department of Public Safety

Please fill in all applicable fields and return this application, along with your resume and cover letter to the Benton Harbor City Clerk's Office.

****NOTE: ALL APPLICATIONS MUST BE SUBMITTED WITH AN UPDATED RESUME**

Full name: _____

Address and City: _____

Contact number: (____) _____ - _____

Email: _____

Date of birth: ____/____/____

Do you live within the Benton Harbor city limits (49022):

Yes

No, I have a different zip code: _____

Job title/occupation: _____

Current place of employment: _____

Highest education level: _____

Name any committees you are currently serving on and your term expiration for each:

Briefly describe why your services on the CRB would be beneficial to the City of Benton Harbor, based off on your qualifications and experience:

Please include any other information you believe to be pertinent to your application (i.e. circumstances such as retirement):

VOLUNTEER AVAILABILITY

Applicants for the Benton Harbor Department of Public Safety Citizen Review Board agree to serve on a volunteer basis, including but not limited to, attending all quarterly CRB meetings and emergency meetings called by the CRB Chairperson, unless a reason is given ahead of time for not being able to attend.

Please indicate if you are available for (check all that apply):

- Weekdays only
- Weeknights only
- Mostly any time
- Weekends only

VOLUNTEER TERMS AND CONDITIONS

1. CRB volunteers agree to serve in three (3) year terms.
2. Board members are sworn in and required to sign a nondisclosure agreement to treat all official business of the Department and City as confidential.
3. All board members agree to participate in orientation and NACOLE-recommended training regarding the CRB and review of department operating policies, including but not limited to: rules of conduct, complaint intake, investigation, mediation, disciplinary procedures, and use of force guidelines.
4. Additional education shall include laws governing public records and meetings; confidentiality requirements; state and local laws regarding officer rights and privacy; case law on stops and detentions, search and seizure and the rights of an arrestee; as well as the steps in the criminal justice process including arrest, booking, arraignment, bail, hearings, and trial.
5. Members shall also receive training on the City of Benton Harbor's charter, ordinance, and municipal codes, complete at least one officer ride along.
6. A volunteer can be dismissed at any time for failure to comply with these terms and conditions.

A candidate for the CRB must meet the following criteria to be considered:

1. Must work or reside within the 49022 zip code. *Preference will be given to city residents.
2. Must be at least eighteen (18) years of age.
3. Must be a high school graduate or equivalent.
4. Must possess a valid Michigan State ID.
5. Shall have a valid personal phone number.

I have read and agree to the above terms and conditions: YES or NO

Please print and submit this application, along with a resume and cover letter to the City of Benton Harbor City Clerk's Office:

*Kimberly Thompson | kthompson@bhcity.us
Benton Harbor City Clerk
City of Benton Harbor | 200 E. Wall St. | Benton Harbor, MI 49022
P: (269) 927-8457*

The City Clerk will subsequently notify all applicants of their application status in writing. Applicants considered must be interviewed by the Public Safety & Recreation Committee, as a part of the appointment process.

*** Please note that all personal information on this application and that is produced during the selection process shall be considered highly confidential. It will only be used for the purpose for which it was collected and won't be disclosed to any other parties.**