



**The Ephrata Police Department is seeking volunteers to join our regions Independent Investigation Team (IIT) as a Non-Law Enforcement Community Representative. Our IIT covers Grant, Adams, and Kittitas Counties and is called the Central Basin Investigative Team (CBIT).**

**Date Posted:** September 16, 2020

This posting is for the position(s) of Independent Investigation Team (IIT) Non-Law Enforcement Community Representative.

**Position(s) Overview and Summary:**

With the passage of Washington State Initiative 940 in November 2018, and SHB 1064 in 2019, incidents where the use of deadly force by a peace officer results in death, substantial bodily harm, or great bodily harm require an independent investigation. The independent investigation is conducted in the same manner as a criminal investigation and state law now requires an “independent investigation” completely independent of the involved agency.

The goal of this requirement is to enhance accountability and increase trust between law enforcement and the community to improve the legitimacy of policing for an increase in safety for everyone.

The Independent Investigative Team (IIT) will consist of a team of qualified and certified peace officer investigators and at least two Non-Law Enforcement Community Representatives who operate completely independent of any involved agency to conduct investigations of police deadly force incidents.

The IIT Non-Law Enforcement Community Representatives should have credibility with, and ties to, the communities impacted by the police use of deadly force. Representatives selected will participate directly in the vetting, interviewing, and/or selection of IIT certified law enforcement investigators, media communications, and use of involved agency equipment requests.

This position will require the community representative to pass a department/agency background check and may attend identified training that is relevant to officer involved deadly force incidents. The IIT Non-Law Enforcement Community Representative must sign a binding confidentiality agreement at the beginning of each investigation.

This is a non-paid volunteer position.

**Responsibilities of the Position(s) Include:**

1. Participate in the vetting, interviewing, and/or selection of IIT investigators.
2. Review conflict of interest statements by the investigators during each incident.
3. Be present at briefings with the involved agency's Chief or Sheriff.
4. Have access to the investigation file upon its completion.
5. Be provided a copy of all press releases/communication to media prior to release.
6. Review notification of equipment use of the involved agency.
7. Sign a binding confidentiality agreement at the beginning of each investigation in which they are involved.

**Length of Commitment:**

Length of commitment to this position is two (2) years. This commitment may be adjusted based upon the needs of the agency and/or the willingness of the IIT Non-Law Enforcement Community Representative to serve. The Chief of Police will make the final decision on the length of the commitment.

**Supervision Received and/or Exercised:**

The IIT Non-Law Enforcement Community Representative will work with the assigned leadership team (Commander, Assistant Commander, and/or Lead Investigator) on each assigned use of deadly force incident.

**Hours of Commitment:**

The hours for this position will vary depending on the incident dynamics and the time and location of briefings, meetings, and needs of the investigation. IIT Non-Law Enforcement Community Representatives may be called to participate at various and unpredictable hours to include weekends and holidays.

### **Minimum Qualifications:**

The following are the minimum qualifications for the position of IIT Non-Law Enforcement Community Representative. At the time of application, the applicant shall:

1. Be a resident of the City of Ephrata, Washington and provide proof of residency.
2. Be able to pass a background check.
3. Be able to maintain a strict confidentiality agreement with each police use of deadly force investigation.
4. Be at least 21 years of age.
5. Have the knowledge, skills, and abilities to effectively perform the duties and responsibilities of the position of IIT Non-Law Enforcement Community Representative.
6. Willing to meet the time and commitments required of an IIT Non-Law Enforcement Community Representative position.

### **Essential Knowledge, Skills, and Abilities:**

The following knowledge, skills, and abilities are essential to be successful in the position of IIT Non-Law Enforcement Community Representative:

1. Have the ability and willingness to learn and understand police use of force policy and laws.
2. Strong oral and written communication skills and the ability to interact effectively with members of police/sheriff agencies, and the community.
3. Ability and willingness to maintain confidentiality.
4. Ability and willingness to make sound and well-informed decisions.
5. Maintain high standards of ethics and integrity.
6. Ability and willingness to communicate effectively and resolve conflicts in a tactful and effective manner.

### **Training:**

The IIT Non-Law Enforcement Community Representative selected for the position may be required to attend relevant training related to the position, which will be provided at no expense.

### **How to Apply:**

Interested, qualified applicants may submit the application materials listed below to the City of Ephrata, 121 Alder ST SW, Ephrata, WA 98823. Application materials must be received by November 02, 2020. Application materials received after the deadline will not be considered.

Application materials must consist of:

1. A completed Central Basin Investigative Team (CBIT) Citizen Questionnaire form.
2. A letter of interest including a narrative identifying what the applicant believes his/her particular strengths and challenges would be in the position of IIT Non-Law Enforcement Community Representative. Letters of interest should be no longer than two pages.
3. An up-to-date resume including experience, applicable training, and qualifications.

### **Selection Process:**

Following the closing date for this recruitment, a selection panel comprised of the Mayor, City Administrator, Fire Chief, and the Police Chief will review the application materials. Upon review of the application materials the selection panel will select up to five community volunteers. Applicants will be notified by mail following the selection panel meeting. Those selected will be requested to provide information for a background check.