

SELECTION PROCESS TIMETABLE
SCOTT COUNTY DEPUTY SHERIFF RECRUITMENT APRIL, 2024
PLEASE READ CAREFULLY AND KEEP FOR REFERENCE

February 9, 2024 Application packets available for the position of Deputy Sheriff. Packets include: a. Required documents notification; b. Physical standards for Scott County Deputy Sheriffs.

MARCH 31, 2024---All applications must be completed online at <http://www.scottcountyiowa.gov/hr> (Human Resources) **by SUNDAY, MARCH 31, 2024.**

Late applications will not be accepted.

*****Applicants must register which date they choose to test, either APRIL 14, 2024, OR APRIL 20, 2024.**

APRIL 14, 2024-----APPLICANTS MUST ARRIVE BY 8:00 A.M.

Both the physical agility and written tests will be held on Sunday, April 14, 2024. The physical agility test will begin at 8:00 a.m. at a location to be announced. All applicants wishing further consideration must report to this test.* There will be a break between the physical agility testing and the written testing. The written examination will be administered immediately after the break, at a location to be announced. Please be prompt, as no applicants will be admitted after instructions have begun.

***THE REQUIREMENT FOR THE PHYSICAL AGILITY TEST AND THE WRITTEN EXAMINATION IS WAIVED FOR A LAW ENFORCEMENT OFFICER WHO IS CURRENTLY CERTIFIED IN THE STATE OF IOWA. THOSE PARTIES WHO ARE NOT CURRENTLY IOWA CERTIFIED AND EMPLOYED IN THE STATE OF IOWA AS A LAW ENFORCEMENT OFFICER MUST TAKE THE PHYSICAL AGILITY TESTS AND THE WRITTEN EXAMINATION.**

APRIL 20, 2024-----APPLICANTS MUST ARRIVE BY 8:00 A.M.

Both the physical agility and written tests will be held on Saturday, April 20, 2024. The physical agility test will begin at 8:00 a.m. at a location to be announced. All applicants wishing further consideration must report to this test.* There will be a break between the physical agility testing and the written testing. The written examination will be administered immediately after the break, at a location to be announced. Please be prompt, as no applicants will be admitted after instructions have begun.

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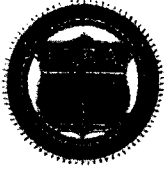
*****APPLICANTS MUST BRING PICTURE IDENTIFICATION WITH THEM TO ALL EXAMINATIONS.** The top candidates, based on written scores, a passing grade on the physical agility test and polygraph results will be notified by mail to report for an oral interview.

REQUIRED DOCUMENTS NOTIFICATION

Those who score in the top group on the written test, and pass the physical agility test, will be required to provide the following documents to THE SCOTT COUNTY CIVIL SERVICE COMMISSION AT THE TIME OF YOUR INTERVIEW.

IMPORTANT: Please get these materials ready well in advance, since there will NOT be enough time to get the material together after you are notified of the test results. The documents required for background checks are:

- a. Copy of high school transcript and diploma. Copies can be obtained from the school from which you graduated. If you have a GED, obtain a transcript from the school you last attended.
- b. Copy of college transcripts. This can be obtained from the Registrar at each college you attended.
- c. Copy of military discharge paper, DD214. This can be obtained from the County Recorder where it was filed or through the Veterans Administration in your area.
- d. Copy of your driving record. Copies can be obtained by contacting your local Driver's License station or from the Driver's License Bureau in your state capital. You can also go online at <https://mymvd.iowadot.gov/>.
- e. Copy of your birth certificate or baptismal record. This can be obtained from the County Recorder in the county in which you were born, or from the Bureau of Vital Statistics in the state capital of the state in which you were born. In Iowa, send a notarized letter requesting your records including your name, date of birth, county of birth, parents' names, and check or money order for \$20.00 (made payable to Iowa Department of Public Health), to: Bureau of Health Statistics, Lucas State Office Building, 1st floor, 321 E. 12th Street, Des Moines, IA 50319.
- f. On a separate sheet of paper, provide us with the names, addresses and phone numbers of the following:
 - 3 personal friends
 - 1 long-time family friend
 - 1 employer/teacher/coach or professor



IOWA LAW ENFORCEMENT ACADEMY PHYSICAL TESTING STANDARDS

The Iowa Law Enforcement Academy Council, in recognizing the importance of physical fitness in job performance, established the physical test regimen as a pre-employment standard effective February 15, 1993. Provisions were modified and effective April 7, 2022.

No person can be selected or appointed as a law enforcement officer without first successfully passing all of the elements of this test, as prescribed in 501 IAC 2.1(6), adopted pursuant to Section 80B 11(5), Code of Iowa.

Upon entry into the Academy, every recruit will be given the same test as an assessment for training purposes and to ensure that each recruit can undergo the physical demands of the Academy without undue risk of injury. If, at the time of entrance to the Academy, an officer does not meet minimum standards, he or she will not be admitted. If an officer is unsuccessful in one or more of the physical testing events, he/she will be allowed one additional attempt at a later time. This second attempt consists of passing all three events under same procedures as the first test, per this policy.

The physical fitness test established by the Council consists of three events:

1. 1 Minute Push-Up Test

The push-up event measures the endurance of the chest, shoulder, and triceps muscles. Recruits will have one minute in which to do as many push-ups as they can.

2. 1 Minute Sit-Up Test

The sit-up event measures the endurance of the abdominal and hip-flexor muscles. Recruits will have one minute to perform as many sit-ups as they can.

3. 1.5 Mile Run

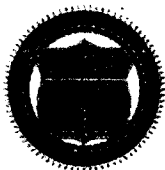
The 1.5mile run is used to assess your aerobic fitness and your leg muscles' endurance. They must complete the run without any physical help. They are being tested on their ability to complete the course in the shortest time possible. Although walking is authorized, it is strongly discouraged.

STANDARDS

All recruits are required to meet the standards of the 40th percentile for each age and sex group.

Event	Age Group Repetitions/ Run Time									
	M	F	M	F	M	F	M	F	M	F
	<20-29	<20-29	30-39	30-39	40-49	40-49	50-59	50-59	60-65	60-65
PU	29	15	24	11	18	9	13	12*	10	5*
SU	38	32	35	25	29	20	24	14	19	6
1.5M Run	12:51	15:26	13:36	15:57	14:29	16:58	15:26	17:54	16:43	18:44

*Females in excess of 49 years of age may conduct pushups on their knees.



IOWA LAW ENFORCEMENT ACADEMY

PHYSICAL TESTING STANDARDS

TEST ADMINISTRATION

At the beginning of each physical test, the grader will provide the following directions:

1 Minute Push-Up Test

On the command 'get set,' assume the front leaning rest position by placing your hands where they are comfortable. Your feet may be together or up to 12 inches apart. When viewed from the side, your body will form a generally straight line from your shoulders to your ankles. On the command 'go,' begin the push-up by bending your elbows and lowering your entire body as a single unit until your upper arms are parallel to the ground. Then, return to the starting position by raising your entire body until your arms are fully extended. Your body must remain rigid in a generally straight line and move as a unit while performing each repetition. If you fail to keep your body generally straight, to lower your whole body until your upper arms are parallel to the ground, or to extend your arms completely, that repetition will not count, and the scorer will repeat the number of the last correctly performed repetition.

An altered, front-leaning rest position is the only authorized rest position. That is, you may sag in the middle or flex your back. When flexing your back, you may bend your knees, but not to such an extent that you are supporting most of your body weight with your legs. You must return to, and pause in, the correct starting position before continuing. You may not rest on the ground or raise either hand or foot from the ground. You may reposition your hands and/or feet during the event as long as they remain in contact with the ground at all times. You will have one minute in which to do as many push-ups as you can. Watch this demonstration.

1 Minute Sit-Up Test

The sit-up event measures the endurance of the abdominal and hip-flexor muscles. On the command "get set", assume the starting position by lying on your back with your knees bent at a 90-degree angle. Your feet may be together or up to 12 inches apart. Another person, or object, will hold your feet or ankles. The heel is the only part of your foot that must stay in contact with the ground. Hands must remain on or about the head. On the command "go", begin raising your upper body to the up position. In the up position, elbows should touch the knees or the upper portion of the thigh. In the down position, the back must come down so that shoulder blades touch the floor. Your arms and elbows need not touch the ground. A repetition will not count if you fail to reach the up position, fail to keep your hands on your head, arch or bow your back and raise your buttocks off the ground to raise your upper body, or let your knees exceed a 90-degree angle. If a repetition does not count, the scorer will repeat the number of your last correctly performed sit-up. The up position is the only authorized rest position. You may not stop and rest in the down position. You must make a continuous physical effort to sit up. You may not use your hands or any other means to pull or push yourself up to the up position or to hold yourself in the up position to rest. You will have one minute to perform as many sit-ups as you can. Watch this demonstration.

1.5 Mile Run

The 1.5mile run is used to assess your aerobic fitness and your leg muscles' endurance. You must complete the run without any physical help. At the start, line up behind the starting line. On the command 'go,' the clock will start. You will begin running at your own pace. To run the required 1.5miles, you must complete (describe the number of laps, start and finish points, etc.). You are being tested on your ability to complete the course in the shortest time possible. Although walking is authorized, it is strongly discouraged. You may not be physically helped in any way (for example, pulled, pushed, picked up, and/or carried) or leave the designated running course for any reason. Note: It is legal to pace during the run as long as there is no physical contact and it does not physically hinder others taking the test.

Supplemental Questions for Deputy Sheriff Recruitments:

1. Why do you want to be a Deputy Sheriff, and what do you expect to gain from a career in law enforcement?
2. Why do you think you should be selected over other applicants?
3. Discuss your feelings about being in the role of a public servant.
4. What do the words "Protect and Serve" mean to you within the context of a career in law enforcement?
5. What is the most important quality a Deputy Sheriff should possess?
6. What are your feelings about entering a Black neighborhood as a Deputy Sheriff? – a White neighborhood, an Asian neighborhood?
7. What should be the role of women in the Sheriff's Department?
8. Do you think illegal immigrants are entitled to the full protection of the law? – Why, or why not?
9. Please write your reaction to this statement: "Most of the law enforcement problems present in today's cities can be attributed to a lack of respect for Deputy Sheriffs and authority in general."
10. If you were a Scott County Deputy Sheriff, how would you expect a Black person to react when approached by you?—a White person? – a Hispanic person? – an Asian person?
11. Situation: You are a Deputy Sheriff with the Scott County Sheriff's Department. You are sent out on a call to a small grocery store/deli. The owner tells you that a group of six to ten young Black males are gathered on the corner outside of his store. They have been spending several hours each evening at this location. The store owner wants "something done about it." He claims their presence in the area is hurting business because customers are reluctant to come into his store while they are there. He thinks the youths may be gang members. What do you think of this situation? What factors would be taken into consideration when handling a call like this?
12. While working as a Scott County Deputy Sheriff, you respond to a call: Two sixteen-year-old boys have been caught in the act of vandalizing a public building. Severe damage has been done, and both youths are under the influence of alcohol. After arresting them, and bringing them into the Jail for booking, another Deputy Sheriff comes to you and says, "Maybe you didn't realize it, but one of those kids is the son of a very prominent politician here in town. If I were you I'd reconsider this arrest, and just call their parents and let them take care of this quietly." How would you handle this situation? Why?
13. Applicants must be 21 years of age at the time of the testing. Please list your date of birth.
14. Your social security number is required in order to obtain a written exam for you. Please list your social security number below.
15. This position requires the individual to be a non-tobacco user. Will you be able to fulfill that requirement?
16. As the Civil Service Commission participates in interviews, open meetings laws require that applicants indicate if they request that their applications and interview, to the extent allowed by law, be kept confidential. Please indicate if that is your preference.