



## **SSPD Launches New Volunteer Program**

*Assist SSPD Staff in Patrol, Records & Evidence Divisions*

**STEAMBOAT SPRINGS, COLORADO-August 12, 2022**-The Steamboat Springs Police Department (SSPD) is launching a new volunteer program, Volunteers in Police Service (VIPS), that will provide unique opportunities for citizens in three key divisions – Patrol, Records and Evidence.

“We know not everyone has the time to become a police officer, but many are still interested in helping our team and city,” said Chief Sherry Burlingame. “The new VIPS program is a great way to give back to your community for individuals looking to serve. Plus, your efforts will go a long way in protecting your neighbors.”

The VIPS program seeks volunteers to assist in patrol, records, and evidence for at least a minimum of four hours per week. Duties and responsibilities vary based on the role with each area. The following provides a brief outline of what each area would be looking for with additional information found at [steamboatsprings.net/VIPS](http://steamboatsprings.net/VIPS).



**Patrol Assistant:** Volunteers would provide general support for Patrol functions that could include demographic data input, transporting vehicles to fleet for routine maintenance, vehicle detailing, organizational tasks in the garage and storage areas as well as assisting with inventor or evidence booking.

**Evidence Technician Assistant:** Volunteers would assist in rotating evidence inventory, preparing and destroying evidence approved for disposal, organizing storage areas, scanning and disposal/shred of documents/files, researching information for case depositions, and special projects.

**Records Assistant:** Volunteers would perform clerical and records related tasks, as well as assist public in person and/or on phone. In addition, duties may include communicating with other law enforcement and government agencies and businesses.

Applicants must be a high school graduate or have a GED, hold a valid driver's license or identification card, be at least 18 years of age (some assignments require a minimum age of 21 years), and pass a background process (application, interview, records check, background interview and fingerprints).

If selected, volunteers will complete orientation including facility tour, security briefing, records overview, equipment training and ride-along on patrol as well as will be required to pass the Criminal Justice Information Services test.

Anyone interested in assisting the police department through the [VIPS program](#) should contact Jamie Malone, 970.879.4344 or by [email](#).

-WeServeTheCity-

### **Contact**

Sherry Burlingame, Police Chief, 970.879.4344 or [email](#)

Mark Beckett, Police Commander, 970.879.4344 or [email](#)

Michael Lane, Communications Manager, 970.871.8220 or [email](#)