

Police Chaplain

Directive: 6.73

I. Purpose

The purpose of this Directive is to establish a uniform policy providing members with guidelines regarding the position of Police Chaplain.

II. Policy

The Department recognizes that society in general often acts in accord with spiritual beliefs and previous religious training. Therefore, our Department will solicit the services of local clergy from various faiths who wish to volunteer their time to the Department in forming and maintaining a position as Police Chaplain. The Department does not endorse any religious affiliation.

III. Duties and Responsibilities

A. Police Chaplain

1. When acting in an official requested capacity, chaplains should wear Departmental issued uniform clothing or display a departmental issued identification card.
2. As part of the official duties as Police Chaplain, the Chaplain will perform the following task when requested:
 - a. Act as an advisor to the Chief of Police in all matters pertaining to employee morale and the religious welfare of the community.
 - b. Provide spiritual and emotional guidance and support to employees and volunteers both on and off duty.
 - c. Comfort and aid officers and their families in the event of serious line of duty incidents.

- d. Assist in making notifications to families of officers seriously injured or killed.
 - e. Assist officers in making death notifications to citizens.
 - f. Visit sick and injured police employees at home and in the hospital.
 - g. Assist with memorial services, ceremonies, and religious activities.
 - h. Provide liaison with other religious leaders in matters which impact the Department and community.
 - i. Be on call during any [REDACTED] requiring the presence of police.
 - j. Respond to critical incidents as requested, to offer aid, comfort, and reassurances of faith.
3. Police Chaplains shall meet the following requirements:
 - a. Participate in the Citizens Police Academy within two (2) years of appointment to Police Chaplain. (This requirement may be waived for former law enforcement officers now serving as Chaplain).
 - b. Four (4) hours on a ride along each six (6) months.
 4. Police Chaplains shall perform other such duties that may be requested by the Chief of Police or the Chief's designee.
 5. Police Chaplains will not interfere with any officer in the performance of an officer's duties.
 6. Police Chaplains will conform to all applicable Departmental directives.
 7. Police Chaplains will maintain a Police Chaplain Information Board, which will

provide Chaplain contact information and information about any services offered by the Chaplain. This information board shall be displayed in the Public Safety Building, and will be accessible to all personnel.

B. Incident and Watch Commanders

1. Incident and Watch Commanders are encouraged to request a Police Chaplain at critical incident scenes when assessing manpower and support needs. Critical incidents include, but are not limited to:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

2. Incident Commanders should also consider the use of the Police Chaplain in post-incident situations to assist officers and citizens in dealing with stress and emotional reactions.
3. Incident Commanders may request the Police Chaplain to respond to an incident scene or command via Communications Division.
4. Watch Commanders are encouraged to request the Police Chaplain to assist with notifications to next-of-kin (including notifications for outside agencies). The Police Chaplain is available to assist in making notifications in regards to:
 - a. Death
 - b. Seriously injured or ill persons whose death may be imminent
 - c. Injured children
 - d. Missing Persons

5. In cases where the Criminal Investigations Division is conducting an investigation, the investigator must authorize the Police Chaplain participation.
6. Watch Commanders are encouraged to notify the Police Chaplain whenever an officer receives any type of significant injury. (Shooting, accidents, assaults, etc.)

C. Office of the Chief of Police

1. The responsibility for the assignment of the Police Chaplain rests with the Office of the Chief of Police.
2. The Chief of Police will select the clergy member to serve as the Police Chaplain, based on established criteria.
3. Based on the identification need, the Chief of Police will modify the size and scope of the program and select additional or replacement clergy members.
4. The Chief's Office will publish the names, addresses, telephone numbers, e-mail address, and any additional Chaplain information and make that information available to all members.
5. The Chief's Office will provide credentials and equipment specifically required by the Chaplains to carry out their services.
6. The Chief's Office will coordinate all necessary orientation and training for Police Chaplains.
7. The Chief's Office will coordinate with the Chaplains in regards to the upkeep and updating of the police Chaplain's Information Board.

D. All Sworn Personnel

1. The Police Chaplain will have the honorary rank of Inspector, and will receive the same military courtesy and respect from sworn personnel, as outlined in Directive 7.12, "Military Courtesy".

IV. Procedures

A. Implementation

1. During urgent situations, the highest-ranking officer on duty may initiate the request for a chaplain to a scene or command post.
2. Request for Chaplain assistance will be directed to the Communications Division
3. Members desiring off-duty personal or family counseling are encouraged to make appointments directly with the Police Chaplain.

B. Selection Criteria

1. All individuals interested in becoming a Wilmington Department of Police Chaplain will complete a Volunteer Application for the position.
2. The selection process will include a background investigation and employment verification through the Human Resources Training Unit.
3. All authority for final selections will rest with the Chief of Police.

C. Confidentiality

Contact between Department members and the Police Chaplain will remain confidential, as would any meeting between a citizen and a member of the clergy.