

## **Sheriff's Office Detention Officer and 911 Dispatcher Recruitment Program**

Tarrant County is committed to recruiting and retaining high-quality staff. The Detention Officer and 911 Dispatcher Recruitment Program is intended to assist the Sheriff's Office with hiring Detention Officers and 911 Dispatchers into full-time positions by offering recruitment incentives, frequently referred to as sign-on bonuses. This program will become effective on July 19, 2023.

### Eligibility requirements:

- Applicants must be selected for hire into a full-time Detention Officer or 911 Dispatcher position and accept the job offer.
- Applicants who currently work in the same role but on a temporary or contract basis will not be considered for recruitment incentives.
- Applicants who are current or previous employees of Tarrant County will not be considered for recruitment incentives.
- Employees must be active at the time of the scheduled recruitment incentive payment. Employees that are on a leave of absence will be eligible for the payment upon their return to work. Employees who separate employment prior to payment will not receive the payment.

Initially, there will be two levels of recruitment incentives.

- For the first one hundred (100) unlicensed Detention Officer new hires and the first seven (7) unlicensed 911 Dispatcher new hires, the recruitment incentive will be \$5,000, payable in two \$2,500 payments and subject to all payroll deductions including taxes. Detention Officers will be eligible for the first recruitment incentive when they pass the State jailer certification examination, and 911 Dispatchers will be eligible for the first recruitment incentive after passing FTO training. They must continue to work in a full-time Detention Officer or 911 Dispatcher position, respectively, for the duration of their probationary period to retain the first incentive and be eligible for the second recruitment incentive. Those employees who do not complete their probationary period will forfeit and be required to repay the County the full amount of the first recruitment incentive payment received.
- For the first one hundred (100) licensed Detention Officer new hires and the first four (4) licensed 911 Dispatcher new hires, the recruitment incentive will be \$6,500, payable in two \$3,250 payments and subject to all payroll deductions including taxes. Employees will be eligible for the first recruitment incentive after passing FTO training. They must continue to work in a full-time Detention Officer or 911 Dispatcher position, respectively, for the duration of their probationary period to retain the first incentive and be eligible for the second recruitment incentive. Those employees who do not complete their probationary period will forfeit and be required to repay the County the full amount of the first recruitment incentive payment received.

Each employee may receive only one series of recruitment incentives as outlined in the Detention Officer and 911 Dispatcher Recruitment Program. The Sheriff's Office will notify Human Resources of an employee's eligibility for the recruitment incentive via the Employee Recruitment Incentive Form at the time of the applicant's hire. Human Resources will administer the recruitment incentive payments at the appropriate predefined times.

The Detention Officer and 911 Dispatcher Recruitment Program is not intended to be a long-term solution to recruiting difficulties. Program effectiveness will be analyzed based on various factors including, but not limited to, the number of applicants and hires, turnover rates, and departmental feedback before being considered for discontinuation. The Detention Officer and 911 Dispatcher Recruitment Program may be changed or discontinued at any time without notice.

Nothing in this program should be construed as affecting an employee's probationary period, review date, eligibility for salary increases, or any other provision of the Tarrant County Civil Service Rules and the Sheriff's Department Civil Service Rules.