



# New Britain Police Department



Professional Standards Division  
10 Chestnut Street, 3rd floor  
New Britain, Ct. 06051

## **Internship Program**

The New Britain Police Department, in conjunction with the Department of Criminology and Criminal Justice from area colleges/universities, offers a structured program for students seeking an internship with an urban police department. The City of New Britain is the sixth largest city in Connecticut. The Police Department is a full service police department providing numerous services and programs such as Crime Prevention, sponsoring Block watches, P.A.L, Explorers Post 25, senior outreach program TRIAD, CSO Academy and a Citizen's Academy.

Interns participating in the program will observe Patrol, Detective and Community Oriented Policing functions. The 120 hour program provides valuable experience for students who are interested in a career in law enforcement. Interns should be prepared to observe for a minimum of 4 hours at least twice a week for fifteen weeks.

Applicants must pass a background investigation based on Connecticut P.O.S.T.C. standards for police recruits and the Chief of Police reserves the right to refuse admittance to the program. The New Britain Police Department limits the number of participants to two during each semester. Placement is available during the Spring, Summer and Fall semesters.

Students interested in participating in the program should first receive approval from the University/College Internship Coordinator. Once approval is received, contact Officer Joseph Blansfield via email [joseph.blansfield@newbritainct.gov](mailto:joseph.blansfield@newbritainct.gov)



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## Purpose and Goals

The New Britain Police Department's purpose in establishing an Intern Program in corporation with local colleges/universities to provide a learning opportunity for law enforcement career minded students. This program enhances the overall Criminal Justice Program, strengthens our ties to the university/college, improves the image of the New Britain Police Department and increase the student's knowledge and preparedness to join the workforce.

A selected intern must have a willingness to participate and assist the department in non-traditional functions and should have some computer operation skills. Some of the intern's practical work experience can include activities such as conducting community surveys and the statistical analysis of various data.

The New Britain Police Department's goals in instituting the Intern Program are to increase and enhance the student's understanding of the many traditional and non-traditional policing activities performed by our department. To work cooperatively with the University's academic programming to improve the image of the department with both the student and community at large. To break down any negative preconceived notions as to how police officers perform their duties by allowing students to ride-along with officers in the field. To establish that law enforcement is a challenging and rewarding career choice.



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## **INTERN PROGRAM**

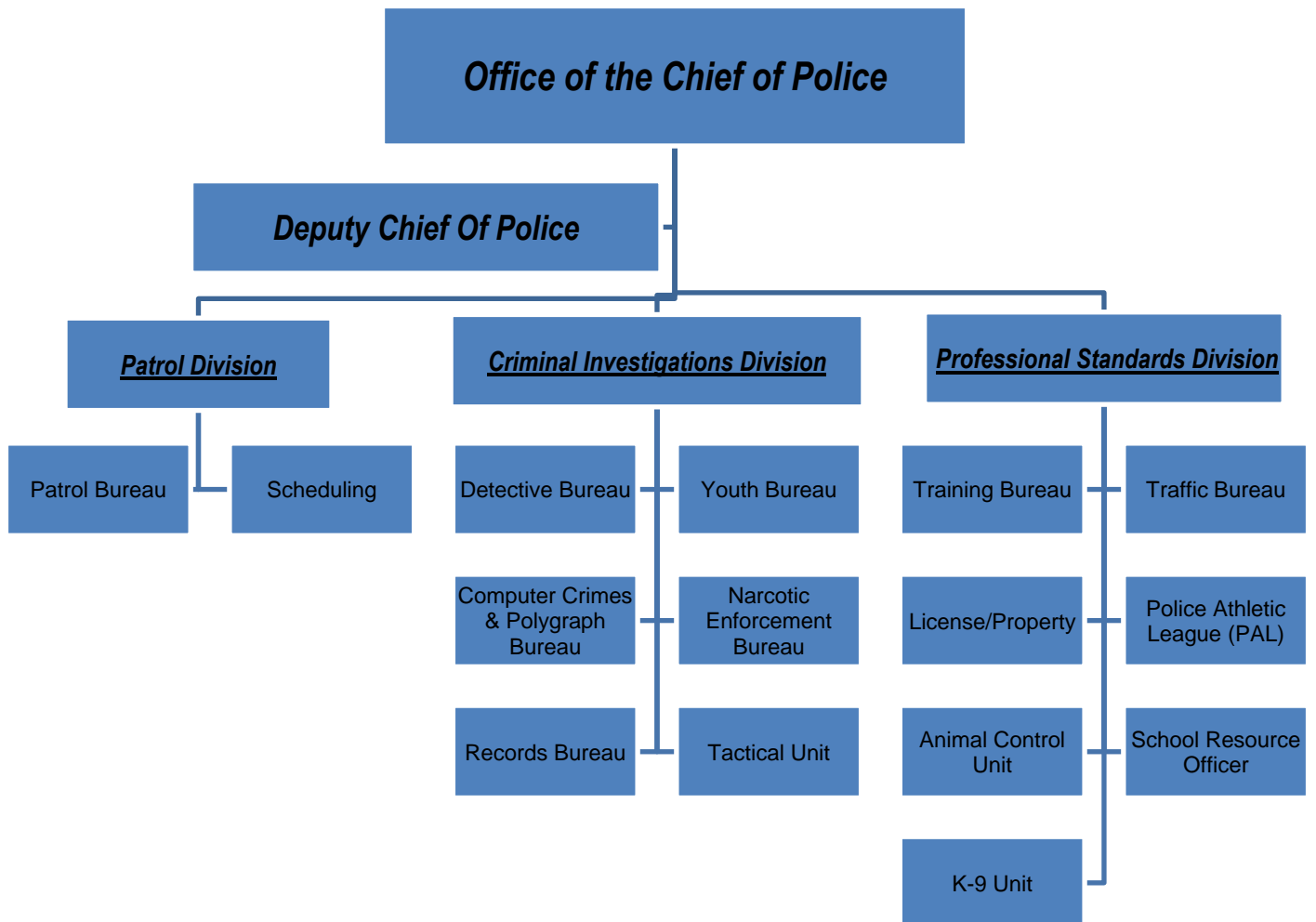
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  - c. Suitability Determination Report
  - d. The Chief of Police Reserves the Right to Refuse any Candidate
  - e. Progress/mentoring 10 hours total per semester
    1. Orientation to NBPD
      - a. Table of Organization
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    2. Tour of the Building;
    3. Tour of the Police Museum;
    4. Logistics – parking, facilities, local restaurants, etc.
    5. Security/Confidentiality
    6. Evaluations
    7. Liaison to Division Commanders
- 5.) Background Screening
  - a. Local Record Check
  - b. DMSS02
  - c. All candidates to meet minimum police hiring standards set by POSTC
- 6.) Program Hours and Schedules
  - a. Investigations Division, Patrol Bureau, COPPS total of 120 hours
  - b. Work Hours 8:00 A.M. -4:00 P.M. or 4:00 P.M. -12:00 M
  - c. Recording Hours of Work (See Form)
- 7.) Evaluations
  - a. By Bureau Supervisors at completion of assignment to their area
  - b. By Student (Intern Training Sheet)
  - c. Review meeting with Coordinator/Mentor after each 40 hour block
- 8.) Instructions/Duties
  - a. Student Handbook Issued Program Description, Rules and Regulations

1. Appropriate clothing for the division (collared shirts, no shorts, etc)
  2. Dress to the weather, raincoat, winter coat, etc.
- b. Each Bureau prepares a task list to include at a minimum;
1. Do's and Don'ts with Bureau Supervisors
  2. Report Review
  3. Ride-along
  4. Attends non-confidential meetings with the public
  5. Observes daily operations and speaks with officers
- 9.) Final Report
- a. Coordinator and Mentor discuss the program
  - b. Written report and recommendation to Division Commander
  - c. Recommendation from Commander to sign off on course completion

# New Britain Police Department

## Table of Organization





## NEW BRITAIN POLICE DEPARTMENT'S RIDE-ALONG PROGRAM GUIDELINES



In order to facilitate the program the following guidelines are established:

### **YOU ARE REQUESTED TO:**

Be dressed appropriately in such a manner that will in no way reflect upon or have a negative bearing upon you, the program or the Police Department. The following are examples of types of clothing that is not acceptable:

- Casual jeans, shorts
- Tennis shoes, sandals
- Police Uniform or insignia from another Department
- Sweatshirts or t-shirts

No person will be allowed to participate in a Ride-Along if they:

- Are carrying a weapon, including firearm(s), even if they have a permit
- Are impaired by drugs, alcohol or both
- Are determined to be unfit to participate in the program by the Shift Commander
- Are not presently in good health
- Have consumed alcohol within the previous (8) hours

Arrange for transportation to and from the police station. You are encouraged to ask questions about police work. However, your police partner is not aware of all aspects of the police department's area of operations.

In order to comply with Departmental policy, you must use the seat belts and shoulder restraints in the police vehicle. It is important for you to know that certain police calls are inherently dangerous. If it is necessary for the Police Officer to respond to a call you will be dropped off at a mutually acceptable location and picked up after the event.

**DO NOT** interfere in any way with the officer's handling of a situation. You may ask questions about a specific incident after it has been completed and you have left the scene.

**You may observe an event during your Ride-Along that may require you to appear in court as a witness.**

A waiver of liability form is attached and is required to be executed by you prior to the Ride-Along. In essence, it releases the City of New Britain and the Consolidated School District from liability for any injury or other disability that you might sustain during the Ride-Along.

## **Law Enforcement Code of Ethics**

*As a law enforcement officer, my fundamental duty is to serve the community; to safeguard lives and property; to protect the innocent against deception, the weak against oppression or intimidation and the peaceful against violence or disorder; and to respect the constitutional rights of the all to liberty, equality and justice. I will keep my private life unsullied as an example to all and will behave in a manner that does not bring discredit to me or to my agency. I will maintain courageous calm in the face of danger, scorn or ridicule; develop self-restraint; and be constantly mindful of the welfare of others. Honest in thought and deed both in my personal and official life, I will be exemplary in obeying the law and the regulations of my department. Whatever I see or hear of a confidential nature or that is confided to me in my official capacity will be kept ever secret unless revelation is necessary in the performance of my duty.*

*I will never act officiously or permit personal feelings, prejudices, political beliefs, aspirations, animosities or friendships to influence my decisions. With no compromise for crime and with relentless prosecution of criminals. I will enforce the law courteously and appropriately without fear or favor, malice or ill will, never employing unnecessary force or violence and never accepting gratuities.*

*I recognize the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to the ethics of police service. I will never engage in acts of corruption or bribery, nor will I condone such acts by other police officers. I will cooperate with all legally authorized agencies and their representatives in the pursuit of justice.*

*I know that I alone am responsible for my own standard of professional performance and will take every reasonable opportunity to enhance and improve my level of knowledge and competence.*

*I will constantly strive to achieve these objectives and ideals, dedicating myself before God to my chosen profession...law enforcement.*

# Code of Ethics

*The establishment of a code of ethics to govern the conduct of its' members is essential in a professional organization. This is of special importance in a law enforcement agency, whose members are vested with the authority to control the behavior of others. Those who enforce the law must certainly abide by it.*

*The many decisions made by peace officers, often in the midst of turbulent and emotional circumstances, must be based in a strong sense of fairness and professionalism, of right versus wrong. An officer must never succumb to the temptation to abuse his or her authority or to benefit from his or her position. The community holds us to high standards and is unforgiving when we show human weakness. The New Britain Board of Police Commissioners, at its' April 1996 meeting, adopted the IACP Law Enforcement Code of Ethics for members of this department.*



# *New Britain Police Department*

## *MISSION STATEMENT*



*It is the mission of the New Britain Police Department to provide quality policing services that emphasize fairness, integrity, and professionalism, to protect lives and property, and by using the community policing philosophy, to enhance the quality of life in our neighborhoods by partnering with citizens.*