

Volunteers in Policing Service  
(VIPS)

**General Job Description**

Volunteers for this position must pass a background check, interview successfully, and attend mandatory training. Patrol Volunteers will work in pairs at all times.

**Requirements for Participation**

- Age 21 or older
- Valid Michigan Driver's License and adequate driving abilities
- Attendance at In Service Training
- Ability to establish and maintain satisfactory working relationships with the public and city employees
- Maintain and appropriately wear the required uniform and identification of a VIPS volunteer
- Never wear the uniform outside of work
- Ability to understand and follow oral and written instructions
- Integrity, dependability and loyalty to the Volunteer Program and the Holland Department of Public Safety (HDPS)

**Supervision Received**

Work is performed under the oversight of the VIPS coordinator or a designated supervisor.

**Examples of Work**

- Responsible for monitoring handicap parking violations within the City of Holland.
- Provide Vacation House Checks.
- Respond to other appropriate requests for services from authorized police department personnel.
- Provide information on all required forms, dailies, and reports.
- Adhere to the policies, procedures, and regulations of a HDPS volunteer member as outlined in the manual.
- Attend and assist at community events.
- Confiscate illegal signs on public right of ways.
- Observe and report suspicious activities.
- Observe and report in public areas and city parks.