



Auxiliary Officer Self-Assessment Tool

Notes
 The Auxiliary Self-Assessment Tool is designed for applicants to review the Sarnia Police Service areas of assessment and self-reflect to determine whether they are at their competitive best. This self-assessment tool will give applicants the ability to understand each area of assessment and strive for improvement in any area they may need further development. Applicants will utilize the scoring matrix (Appendix A) to determine their level of competitiveness after the self-assessment tool has been completed in full.
***Note:** This is a guideline only. A competitive rating on the self-assessment tool does not guarantee an applicant will be successful in the Auxiliary Recruitment Process as many variables are considered when reviewing an applicant file.
 The personal information contained on this form is collected pursuant to section 38(2) of the *Freedom of Information and Protection of Privacy Act (FIPPA)* for the sole purpose of determining the suitability of the applicant for the Auxiliary Program.
 Questions regarding the collection of this information can be directed to The Auxiliary Program, Community Safety Services (CSS).

Personal Information

| | | |
|---|---------------|--|
| Last name | First name | Middle Name(s) |
| City | Email Address | Date (yyyy/mm/dd) |
| Have you previously applied to Constable/Auxiliary positions? | | Have you applied to other Police Services in the past? (Please list) |
| <input type="checkbox"/> Yes <input type="checkbox"/> No | | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Applicant Competitiveness and Suitability

Please briefly describe what you have done to prepare for an Auxiliary position within the Sarnia Police Service:

For each area of assessment, please rate your level of competitiveness based on the assessment area definition. Refer to Appendix A for scoring matrix. Please select one rating that best describes your current level of competitiveness.

Education
 Although having an Ontario Secondary School Diploma (or equivalency) is the minimum level of education required, a post-secondary education reflects a commitment to continuous learning which is essential to keeping pace with the evolving policing environment. For candidates who have not completed post-secondary education, careers such as the military or having completed a trade apprenticeship also demonstrate dedication to continuous learning and professional development.

Please assign yourself a rating with regards to education.

Limited Develop Meets Above Exceeds

Lifestyle / Life experience
 The Auxiliary Program assesses an applicant’s background, level of maturity, effective interpersonal and communication skills, ability to manage finances, and other responsibilities. Successful candidates will have demonstrated integrity and accountability, respect and support of inclusivity and diversity, and an overall lifestyle conducive to policing.

Please assign yourself a rating with regards to lifestyle/life experience.

Limited Develop Meets Above Exceeds

Community Focus
 Having a history of volunteer work or helping others within the community (i.e. neighbours, family members) is an indicator of an applicant’s level of interest in bettering their community as a whole.

Please assign yourself a rating with regards to community focus.

Limited Develop Meets Above Exceeds

Employment
 The Auxiliary Program looks for a positive employment history. Having experience in positions of leadership, responsibility, and trust are skills and competencies that are beneficial to the Auxiliary Program. A successful candidate will have demonstrated their related accomplishments and effectively articulated their transferable skills.

Please assign yourself a rating with regards to employment.

Limited Develop Meets Above Exceeds

Leadership
 Ability to model mature and responsible behaviour which benefits others in the community.

Please assign yourself a rating with regards to leadership.

Limited Develop Meets Above Exceeds

Driving

Applicants should strive to develop their driving skills which may include partaking in additional driver training and having driving experience on different roads and in different weather conditions. Applicants must possess a 'G' license, have limited convictions and collisions and no more than six (6) demerit points.

Please assign yourself a rating with regards to driving.

Limited Develop Meets Above Exceeds

Communication Skills

Refers to direct, clear and genuine efforts made to make themselves understood in both written and oral communications. The ability to articulate oneself in a professional way in an effort to take charge of a situation, and demonstrate written communication in a polished, grammatically correct, error-free way.

Please assign yourself a rating with regards to communication skills.

Limited Develop Meets Above Exceeds

Special Skills

Skills that enhance the applicant's competitiveness serve to improve the organization as a whole. Certifications/training above a "G" class driver's licence, ability to operate heavy machinery, auto/CMV mechanic, SCUBA diving, firearms/armourer, mental health/crisis intervention/de-escalation training, additional written and spoken languages, martial arts or other self-defence are all examples of special skills; however this list is not all-encompassing.

Please assign yourself a rating with regards to special skills.

Limited Develop Meets Above Exceeds

Motivation

Reason why someone is interested in volunteering with the Auxiliary Program. Exposure to policing through family, friends or their own research may provide a better understanding of the required commitment involved.

The commitment to the Sarnia Police Service Auxiliary Program is a minimum of 10 hours of patrol with a regular force member and/or community policing initiatives and be available for emergencies. A further commitment of 6 hours of In-service training each month (Sept to June). As well, all successful applicants must complete the Auxiliary Training which includes 8 days of Training upon being accepted to an Auxiliary Intake.

Are you considering a career in policing in the future i.e. Uniform Position? Yes No

Please assign yourself a rating with regards to motivation.

Limited Develop Meets Above Exceeds

Fitness

Being physically and mentally fit and well is essential to a successful policing career and a healthy work/life balance. Being able to demonstrate a long-term commitment to fitness is important. Note: Successful applicants will partake in the Police Fitness Pin test during the Auxiliary initial training.

Please assign yourself a rating with regards to fitness.

Limited Develop Meets Above Exceeds

Score

Total Score (based on scoring matrix):

Declaration - Please review the below statements and check the correlating boxes (if applicable).

I understand that my rating on this self-assessment tool does not guarantee I will be successful in the Auxiliary Hiring Process and that there are many variables considered throughout the process.

I have reviewed the hearing standards required to be a Police Officer in Ontario as outlined by the Constable Selection System (CSS). *For more information, visit <http://www.oacp.on.ca/programscourses/constable-selection-system>*

| Scoring | 10-20 | 20-30 | 30-40 | 40-50 |
|--|---|--|---|---|
| Scores are based on your self assessment and are only as accurate as the information you have selected. *Please note: any embellishment in your self-rating will alter the accuracy of your score* | Continue to develop, get involved with your community, begin a fitness routine and understand expectations, complete continuing education courses or post-secondary education | Consider continuing to develop in any areas that you scored a "limited or develop" rating prior to submitting your application | Level of competitiveness could be at that of a competitive candidate. Ensure you review each area extensively and self-reflect regarding any improvements that could be made prior to submitting your application | Level of competitiveness likely at that of a competitive candidate. Ensure you review each area extensively and self reflect regarding any improvements that could be made prior to submitting your application |



Auxiliary Self-Assessment Tool Scoring Matrix (Appendix A)

| | Limited (1) | Develop (2) | Meets (3) | Above (4) | Exceeds (5) |
|----------------------------------|--|---|--|---|--|
| Education | Incomplete education | Gr. 12 w/ below average grades | Gr. 12 w/ above average grades and/or post-secondary education or a military/trades background with continued learning and development | Post-secondary education with exceptional grades and/or additional courses/continued learning | Post-secondary education, higher level degree with exceptional grades and related or specialized skills developed |
| Lifestyle/Life Experience | Misuse of finances, no responsibilities, pattern of negative interactions with police | Limited financial responsibility, financial obligations consistently not met, recent negative police interactions, poor judgement | Financial responsibility, no negative police interaction, a respect for inclusion and diversity | No financial issues and financial independence demonstrated, demonstrates leadership ability | Ability to be resilient and handle adversity, strong financial management, strong leadership ability, strong interpersonal skills developed |
| Community Focus | Minimal or no recent involvement | Limited involvement, sporadic or short term | Involved in community on a regular basis | Ongoing involvement in community on a weekly basis | Extensive community involvement, long term commitment |
| Employment | Poor job history, terminations or reprimands | Limited or sporadic work experiences | Consistently reliable in the work place, strong relationships with current and past employers | Blemish free employment history, promotions and additional responsibility granted | Consistently takes on increased responsibilities, strives for selfimprovement, blemish free employment history |
| Leadership | No demonstration of leadership ability | Minimal leadership ability | Proven leadership abilities demonstrated through employment, community involvement, school, or extracurricular activities | Leadership demonstrated through employment or extracurricular activities | Consistently selected to take on leadership roles through employment, school or extracurricular activities |
| Driving | Minimal driving experience, many infractions or serious driving violations | Limited or brief driving experience with minor or recent infractions | Full driver's licence with sufficient driving experience demonstrating respect for the law | Positive driving history with various experiences through regular driving in different road and weather conditions | Professional driver, special driving courses, positive driving history with advanced experience in various road and weather conditions |
| Communication Skills | Poor communication skills, limited requirement to communicate orally | Difficulty articulating thoughts, lack of self-confidence | Ability to communicate effectively, confident when communicating | Demonstrated ability to effectively communicate both orally and written, high level of confidence when communicating | Extremely well-spoken and wellwritten, ability to communicate very effectively |
| Special Skills | No special skills | Limited special skills | Has some special skills obtained through training/experience | Has multiple special skills obtained through training or experience, asset to policing organization | Has many special skills obtained through specific training, asset to policing organization |
| Motivation | No policing knowledge, no preparation or research into Auxiliary/policing, uncommitted | Limited Auxiliary/policing knowledge, has done minimal preparation and research | Realistic Auxiliary/policing knowledge, has prepared for Auxiliary recruitment process, committed to process | Strong understanding of Auxiliary/policing environment, longterm interest, researched and prepared for process | Thorough understanding of Auxiliary/policing career, has researched through social media, demonstrated long-term interest - strong knowledge of Sarnia Police Service and expectations required of the Auxiliary Program |
| Fitness | No regular physical activity | Limited regular physical activity or very recent involvement with fitness | Regular involvement with fitness activities, understanding of requirements and expectations | Consistent fitness involvement, understanding of requirements and expectations. Committed to a fitness/wellness Program | Extensive commitment to fitness/wellness Program, thorough understanding of requirements and expectations, self-tests Fitness Pin once per week |