



G.E. Ratchford
Chief of Police

CRAMERTON POLICE DEPARTMENT

Support Services Division



W.B. Adams
Captain

Dear Volunteer Police Chaplain Applicant:

Thank you for your interest in volunteering as a Chaplain with the Cramerton Police Department. The Town of Cramerton prides itself in providing professional police services to its residents. The Department's Chaplaincy Program is designed to provide emotional, non-sectarian spiritual and professional support to Department members, their families, and the community in emergency situations, times of crisis or as otherwise needed. The program is designed to obtain its goals by providing this support without attempting to moralize, evangelize, proselytize or criticize.

Within this volunteer employment package you will find the following:

- **Town of Cramerton Volunteer Employment Application** – Must be completed *by the applicant* and signed.
- **Authorization for Release of Personal Information** – Must be completed and signed *by the applicant* and notarized. Allows for the obtaining of information needed to conduct a mandatory background check.
- **Drug Screening through Urinalysis Consent Form** – Must be completed and signed *by the applicant* and notarized.

Take time to read the instructions for each form carefully. Complete each of the forms, in their entirety, and return them in the packet along with:

- Letter of interest in being appointed as a Department Chaplain for the Cramerton Police Department;
- Letter of support/recommendation from governing body of local congregation of which you are the resident clergy;
- Legible photocopy of current NC Driver's License;
- Photocopy of college/seminary transcript(s);
- Photocopy of certificate of license and/or Ordination.

Should you have any questions concerning this application packet, please feel free to contact me. It will not be necessary for you to follow-up on this application. You will be contacted if further information is needed or if an interview will be scheduled for you.

You may attach any documentation that you feel would be helpful when reviewing your application packet (e.g., resume', certificates, awards, etc.). However, a resume' or any other documentation may not be submitted in lieu of the Town of Cramerton Volunteer Employment Application or any other required forms.

Sincerely,

Greg Ratchford
Chief of Police