



## 1-30 COMMUNITY AMBASSADOR PROGRAM

### Related SOP(s), Form(s), Other Resource(s), and Rescinded Special Order(s):

A. Related SOP(s)

None

B. Form(s)

None

C. Other Resource(s)

None

D. Rescinded Special Order(s)

None

### 1-30-1 Purpose

The purpose of the Albuquerque Police Department (Department) Community Ambassador Program is to encourage area command personnel and their communities to establish and maintain lasting partnerships to reduce crime, strengthen Department and community relationships, and work closely with community members.

### 1-30-2 Policy

It is the policy of the Department to establish an effective communications network with neighborhood communities, create lasting partnerships, and improve trust by actively working to increase the recruitment of underrepresented community members for employment within the Department, learn about community members' cultural differences, and communicate those concerns to Department personnel.

**N/A** 1-30-3 Definitions

A. Focused Community Group

A group of community members that may be underrepresented and/or historically have a contentious relationship with law enforcement.

**N/A** 1-30-4 Rules and Responsibilities

A. Community Ambassador Program Selection Process



ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-30

Effective: 01/17/2023 Review: 07/17/2023 Replaces: N/A

1. Department personnel interested in participating in the Community Ambassador Program shall submit a letter of interest to the Community Engagement Section Lieutenant.
2. A panel consisting of the following Department personnel will interview applicants for the program:
  - a. A current Community Ambassador;
  - b. A non-sworn Department supervisor or their designee; and
  - c. The supervisor, , who directly oversees the Community Ambassador Program or their designee.
3. After the panel completes all interviews for the Community Ambassador Program, the panel will determine which applicants are selected.
4. The Community Engagement Section Lieutenant will assign Department personnel selected for the Community Ambassador Program to a designated Focused Community Group based on their interests and needs.

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B. Community Ambassador Responsibilities

1. A Community Ambassador shall:
  - a. Attend all Community Ambassador Program training;
  - b. Work with community members within each area command, the Community Policing Councils (CPC), and other community groups to introduce and promote the goals and objectives of the Community Ambassador Program;
  - c. Work with City of Albuquerque officials and participate in events that Focused Community Groups hold to provide community members with information on the Department's recruitment efforts, City services, resources, and employment opportunities;
  - d. Once a month, meet with their assigned Focused Community Groups;
  - e. Facilitate discussions and training for Department personnel based on cultural practices learned through involvement with the Focused Community Groups;
  - f. Facilitate discussions with Department personnel addressing the community members' concerns.
  - g. Assist Recruiting Unit personnel with recruiting candidates for both sworn and non-sworn positions in the Department from within their assigned Focused Community Groups to enhance diversity within the Department;
  - h. Assist other Community Ambassadors with their Focused Community Groups;
    - i. A Community Ambassador may request other Community Ambassadors to assist with community events or meetings.
    - i. Participate in community-sponsored events to strengthen relationships with community members, including youth groups;
    - j. Speak to youth groups, universities, and other organizations to promote Department initiatives and increase recruitment opportunities;

N/A

N/A



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- k. Treat ethnic events, cultural holidays, and historical celebrations as a high priority;
  - l. Participate in community town hall meetings hosted by the City, Department, and other community groups that request to participate in the Community Ambassador Program;
  - m. Once a month, prepare a written report describing their monthly activities within their assigned Focused Community Groups; and
  - n. Submit their monthly reports to the Community Ambassador Program Coordinator.
2. The Community Ambassador Program Coordinator shall retain the Community Ambassador's monthly reports for tracking and reporting on the Community Ambassadors' activities.