



DEPARTMENT NOTICE

21-075
05/03/21

Position Opening: Hostage/ Crisis Negotiator

The Special Operations Bureau – Hostage/ Crisis Negotiation Team, is accepting applications from officers, inspectors, or sergeants to work for the unit. There are 10 positions available.

H/CNT members are called upon to assist in resolving hostage situations, barricaded suspect siege situations, high-risk suicide threats, and high-risk warrant service situations. The duties are commonly stressful, and the events to which negotiators are summoned are potentially traumatic.

Duties include but are not limited to:

- **Primary Negotiator** – Negotiate with the suspect/subject in crisis
- **Secondary Negotiator** – Coach and assist the primary negotiator
- **Intel** – Gather information through CLETS, social media, and interviews
- **Scribe** – Log the incident on log sheet and situation board
- Ability to work in uncomfortable and adverse conditions (weather, heights, etc.)
- Ability to work under pressure and in high-stress situations.
- Ability to remain calm and maintain focus in the face of turmoil and crisis.
- Be resourceful, flexible, and psychologically resilient.
- Ability to empathize and foster trust while remaining focused on the mission.
- Possess exceptional analytical abilities and communication skills.
- Ability to process information from diverse sources and rapidly categorize it for immediate and potential value in resolving critical situations.
- Ability to work effectively as a team member, recognizing that all negotiation team duties are equally important to the resolution of critical incidents.
- Ability to properly advise on-scene commanders.
- Ability to practice active listening techniques.
- Ability to respond within a reasonable time frame at any time, day or night, during volunteer rotational periods of time.
- Ability to attend outside training courses which may include traveling outside of the San Francisco/ Bay Area.

Collateral assignment schedule:

- The Hostage/ Crisis Negotiator Team will be a collateral assignment.
- Members must be willing to be on call one week each month. (**Note:** Frequency depends on the size of the team.)
- Members may be contacted both on and off duty.

*The H/CNT member must be willing to work some weekends, overtime, and extended hours when necessary.

Minimum Qualifications:

1. Hold the rank of Officer, Inspector, or Sergeant
2. Must have a minimum 5 years of sworn law enforcement experience, to include 2 years of sworn law enforcement experience with SFPD
3. Crisis Intervention Team Certification

Desirable Qualifications include:

- A positive personnel history including supervisory recommendations, performance evaluations, CBOR record, Internal Affairs disciplinary record, EEO history, DPA complaints and lawsuit history.
- Peer Counseling experience
- Critical Incident Response Team member experience

Selection Procedures:

Step 1: Deadline

- **The application deadline will be 21 days after the Department Notice issuance date.**

Step 2: How to apply

- Email Application (blank application attached): to SFPDHR@sfgov.org
Subject: H/CNT
- Once your application is received, you will receive a confirmation email within one business day.

Note:

- Resumes are optional and may include work experience, education, POST course work, awards, special skills and references.
- Applicants who previously applied for the position within this unit and who were not selected shall re-apply if still interested in the position.

Step 3: Selection Process

- The selection process will consist of:
 - A review of submitted applications and resumes (if included) to ensure all applicants meet the minimum requirements.
 - Candidates who meet the minimum qualifications will be invited to participate in an oral interview.
 - Please email SFPDHR@sfgov.org with any questions.
- Once a candidate is selected, the process is complete. If additional positions in the unit become available a new notice will be issued.

Applicant for this assignment must be able to perform the essential job functions of a sworn member with or without reasonable accommodation. Members should contact the Department's Americans with Disabilities Act Coordinator, Penny Si, at 415-837-7221 with any questions regarding the essential job functions of a sworn member as they relate to reasonable accommodations.



WILLIAM SCOTT

Chief of Police

Per DN 20-150, all sworn and non-sworn members shall electronically acknowledge this Department document in PowerDMS. Members whose duties are relevant to this document shall be held responsible for compliance. Any questions regarding this policy should be made to sfpd.writtendirectives@sfgov.org who will provide additional information.

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Date: _____

Name: _____ Star#: _____

 Last First MI

Contact Information: Cell Phone _____ **Email** _____

Current Schedule & Days off: _____

Previous Law Enforcement Experience:

Dept/Agency(s) _____

Position/rank _____ Yrs. _____ Months _____

Dates of Appointment (previous Dept/ Agency):

Start Date _____ End Date _____ Months _____ Yrs. _____

Date of Appointment (SFPD):

Officer Start Date _____ End Date _____ Months _____ Yrs. _____

Probation End Date _____

Current Assignment: _____ Start Date _____ Months _____ Yrs. _____

Supervisor: _____ Commanding Officer: _____

Education:

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Training:

Department Experience (List previous assignments and length of time assigned):

Relevant experiences, special knowledge, skills and/or abilities:

Reason for requesting assignment to the position:

IF NECESSARY, PLEASE ATTACH ADDITIONAL SHEETS TO ANSWER THE ABOVE QUESTIONS.

Signature:

Date:
