# **Arkansas State Police**



The Arkansas State Police investigates crimes within and beyond city and county jurisdictions. We are often called upon to utilize specialized resources to address crimes throughout Arkansas, making a positive impact in our community and the state.

The duty assignments for the Arkansas State Police include the Highway Patrol Division, Criminal Investigation Division, Regulatory Services Division, Administrative Services Division (which encompasses Training and Recruiting), Aircraft Section, and Executive Protection.

The Arkansas State Police has specialty teams, including SWAT, an Emergency Response Team, a Crisis Negotiation Team, Canines, Drone Operators, Crash Reconstruction, a Bomb Squad, an Honor Guard, and Interstate Criminal Patrol.

The Director of the Arkansas State Police is appointed by the governor and holds the rank of colonel. Ultimately, the director is responsible for all department operations.

Under the immediate command of the director are the department's two deputy directors, who hold the rank of lieutenant colonel. The duties of the lieutenant colonels are divided between administrative and enforcement operations. Each deputy director supervises the division commander, who holds the rank of major. Enforcement comprises the Highway Patrol, Criminal Investigation, and Crimes Against Children Division(s). Administrative is comprised of Administrative Services and Regulatory Division(s). The

Arkansas State Police organizational chart depicting the chain of command can be <u>viewed here</u>. The director, deputy directors, division commanders, and their respective support staff are all based at the Arkansas State Police Administrative Headquarters located at One State Police Plaza Drive, Little Rock.

### **MISSION**

The mission of the Arkansas State Police is to protect human life and property in Arkansas by providing the highest-quality law enforcement services to the public.

## **VISION**

The Arkansas State Police will be the premier law enforcement agency of the state, by developing the skills of our members through efficient and effective management of agency resources to deliver the highest level of service to the public.

## **CORE VALUES**

**Honor** – Adhere to the highest principles

**Respect** – Treat all people with dignity and compassion

**Trust** – Hold ourselves to a higher standard of accountability

**Integrity** – Character in action

**Duty** – Value the standards of ethical conduct

**Excellence** – Professionalism and continuous improvement in all we do

# **MINIMUM QUALIFICATIONS**

The demands and expectations placed on an Arkansas State Trooper are extraordinary. That's why the Arkansas State Police has some of the highest minimum standards required of any applicant who chooses to enter a law enforcement career.

- Must be at least 20 years of age (must turn 21 by recruit school graduation)
- Must be a U.S. citizen
- Must possess a current, valid driver's license
- Must be a certified high school graduate or possess a GED equivalency
- Must meet visual acuity requirements (An applicant's vision must be sufficiently acceptable to ensure the applicant can fulfill the essential job functions of an Arkansas State Trooper. Applicants must possess binocular vision with normal color vision and depth perception, and required peripheral vision of 140 degrees with a minimum visual acuity of 20/100 uncorrected, corrected to 20/20 in each eye.)
- Never convicted of a felony criminal charge
- Never convicted of a misdemeanor domestic violence charge
- No tattoos shall be visible on an applicant's neck, hands, head, or face.
  Arm tattoos must be able to be concealed with a flesh-colored covering
  that closely matches the employee's skin tone. (Arkansas State
  Troopers are mandated to wear short-sleeve uniforms from April 15 to
  October 15 and long-sleeve uniforms from October 16 to April 14.
  There are no exceptions to this policy.)

College, military, and prior law enforcement are <u>not</u> required for full (21-week) schools.

\*Certified schools are typically 12 weeks in duration and require 1.5 years of full-time law enforcement experience (A.C.A. § 12-9-209). Follow the ASP social media pages for more details.

For more information about minimum standards, please visit: <a href="https://dps.arkansas.gov/wp-content/uploads/CLEST-Rule-1002.pdf">https://dps.arkansas.gov/wp-content/uploads/CLEST-Rule-1002.pdf</a>

## **SALARY/BENEFITS**

**SALARY:** Recruits earn a salary upon their initial report to the Arkansas State Police Training Academy. The entry salary for an Arkansas State Trooper Recruit is \$67,675, effective July 1, 2025. After 4½ years as a commissioned officer, the employee is promoted to the rank of ASP Trooper First Class, receiving a salary increase base of \$74,443. After 7½ years as a commissioned officer, the employee is promoted to the rank of ASP Corporal, receiving a salary increase base of \$81,887.

**VACATION & SICK LEAVE:** New Troopers qualify for 11 paid holidays, 12 paid vacation days, and 12 paid sick leave (\*includes the care of a spouse/domestic partner, child, or parent).

**INSURANCE:** Family insurance plan is free for uniformed personnel, spouses, and children. (\$15,630 annual value)

More information may be found here:

https://dps.arkansas.gov/law-enforcement/arkansas-state-police/publications/

**ADDITIONAL PAY:** Certificate pay up to \$1,200 annually (\*ASP Director discretion) Education/Degree points assist with certificate level.

- Eligible for career service pay following 10 years of state service (up to \$1,500 annually)
- Opportunities for overtime duty up to 36 hours weekly.
- Up to 10% pay increase for second language skills.
- The GI Bill may be used during training for those who qualify.

**RETIREMENT:** Retirement contributions are fully paid by the state.

- 28-year non-contributory retirement (vested at 5 years).
- Some Arkansas retirement systems may be reciprocal. (LOPFI, APERS, etc.) Out-of-state retirement plans are currently not reciprocal.

• Military service may be purchased for credit towards retirement (maximum of 5 years).

Members Retirement Handbook may be found here:

https://arsprs.org/

**EQUIPMENT:** Uniforms and equipment, including a take-home vehicle, are furnished.

## **APPLICATION PROCESS**

Application process announcements are made through the ASP website, ASP social media, and other media sources.

After the ASP hiring announcement, you must complete the initial contact information on AR Careers and send the completed medical waiver. If you qualify, you will receive an email listing the date and time of your physical abilities test (ARPAT).

Upon successful completion of the physical abilities test and written exam, you will be contacted for the following remaining steps in the hiring process:

- Polygraph Book Review
- Polygraph
- Background Investigation and Review
- Interview Process
- ASP Commission Approval
- Conditional Letter of Hire
- Drug Screen Medical and Psychological Examinations
- Benefits Meeting (Virtual)
- Recruit Orientation

You must successfully complete each step to move to the next.

## <u>ARPAT</u>

Arkansas State Police applicants will be assessed to determine their physical ability levels to ensure minimum fitness. For the assessment to be valid, all portions must be completed. You must have a doctor or nurse practitioner complete the ARPAT Medical Release Form (ASP-89B). A walk-in clinic will be fine if you do not have a doctor. This form is a medical waiver stating that you are physically fit to participate in the testing.

The ASP-89B Medical Waiver Form can be found at:

https://dps.arkansas.gov/wp-content/uploads/ASP-89B-Physical-Fitness-Assessment-Medical-Release-Form-3-29-2024.pdf

An ARPAT instructional video is available on the ASP website at: <a href="https://www.dps.arkansas.gov/law-enforcement/arkansas-state-police/recruiting/trooperrecruiting/">https://www.dps.arkansas.gov/law-enforcement/arkansas-state-police/recruiting/trooperrecruiting/</a>

# The physical fitness assessment will consist of the following events:

#### **Timed Events:**

- 6 Laps running around a rectangular course (320 yards total). Each lap includes a 5' jump, run up and down a 5' tall ramp with a 30-degree incline/decline, change directions, and hurdle two 18" obstacles.
- 6 repetitions each of pulling and pushing the Physical Control Simulator in a 180-degree arc with 80 pounds of resistance.
- 10 burpees, 5 to chest and 5 to back, interspersed with nine vaults over a 3-foot vault-rail.

#### **Not timed Event:**

• Carry a 100-pound torso bag 50 feet while keeping the bag above knee level with arms bent; this must be completed without stopping.

#### **ARPAT Location**

ASP Training Facility – Camp Robinson North Little Rock, AR 72118

**New York Avenue Gate Entrance** 

### PREPARING FOR THE ARPAT

The ARPAT is a job functional test. To succeed, you cannot focus solely on cardiovascular or strength training. A fitness routine that includes cardio, strength, and high-intensity interval training should help prepare you. Proper nutrition and hydration are essential for preparation in training and ARPAT testing. Eating a light meal a few hours before the test is recommended. Avoid caffeine drinks before the ARPAT.

### **HOW TO PREPARE FOR THE WRITTEN TEST**

The written exam will be administered on the same day as the ARPAT. Please bring appropriate, comfortable clothing for the written test.

In your email regarding the date and time of your ARPAT, you will also receive a link and password for the preparation materials for the written test.

#### The written test consists of three sections:

- **Section 1 Ability Test** This Multiple-choice test consists of 48 questions that test various abilities, such as written comprehension, problem sensitivity, and reasoning.
- **Section 2 Work Styles Questionnaire** This component tests important characteristics for effective performance.
- **Section 3 Life Experience Survey** This survey will assess characteristics related to your history and experience.

You will have approximately 4 hours to read the test instructions and take the three written test components.

Written test results may take several weeks to prepare.

#### **Written Test Location**

ASP Training Facility – Camp Robinson North Little Rock, AR 72118

### STEPS TO COMPLETE THE APPLICATION

- 1. Go to AR/Careers by clicking **HERE**.
- 2. Click the "Apply Now" box in the lower right-hand corner. This will take you to a login screen. If you do not already have a login, you must create one.
- 3. If you have a Resume or Cover Letter, you can upload it. This will fill in several fields where your name or address is required.
- 4. Enter a reliable contact number.
- 5. Enter a valid email address you check to receive important emails.
- 6. Education Section Enter your Education information.
- 7. Work experience at the State of Arkansas If you have worked for a State Agency, list that experience here.
- 8. Previous Employment Please list all work history, beginning with your most recent experience.
- 9. Skills List relevant skills. (i.e., Supervisory Skills, Microsoft Word, Microsoft Excel, Microsoft PowerPoint)
- 10. Professional Certifications and Licenses (Do not include Driver's License) List the name of the certification or license, as well as the description and date acquired.
- 11. Second Language The 2nd Language you speak, spoken proficiency of language/reading proficiency/writing proficiency.
- 12. References—List at least three references and their contact numbers. This is important—your references will be contacted during your background phase.
- 13. Be sure to click "Save"! After saving, click the "Next" button in the lower right-hand corner. You should now see "Application for Employment" at the top of the screen.

- 14. Disclosure requirements—If you are a current or former legislator or constitutional officer or the spouse of a current or former legislator or constitutional officer, select what applies.
- 15. Veteran Status certain applicants may be eligible for veterans' preference consideration; check what applies.
- 16. Fill out Questions 1-25.
- \*Your answers will be compared to those in all future background investigation material.

#### Any discrepancies may result in your disqualification.

- 1. Are you willing to submit to a drug test?
- 2. Have you ever been convicted of a felony?
- 3. Enter your driver's license state and number
- 4. Gender
- 5. Mailing Address enter your current address or where you receive mail.
- 6. List your top three choices for the preferred county assignment. This does not guarantee that you will be assigned there.
- 7. Have you ever previously submitted applications with the Arkansas State Police? If yes, please indicate the dates you applied and the outcome.
- 8. To be a Trooper, you must be at least 21 years of age by the graduation date of Troop School. Please list your current age. 9. Are you a certified law enforcement officer? If yes, # of years: Agency, Date Graduated Basic Police Training.
- 10. Please list your current or most recent employer and your job title.
- 11. Highest level of education.
- 12. Have you ever served in the U.S. military?

- 13. Military Discharge—Please explain the type of discharge 14. Are you multilingual? If yes, specify the language.
- 15. Do you have tattoos that are visible in short-sleeved shirts? If yes, where are the tattoos? Are you willing to have them removed?
- 16. Have you ever used any illegal drugs? If yes, please explain in detail. Be sure to include approximate dates, quantity, your age at the time, etc.
- 17. Marijuana Use (Most Recent):
- 18. Have you ever used steroids/anabolic steroids without a prescription? If yes, please explain.
- 19. Have you ever sniffed any type of inhalant, such as glue, spray paint, etc., for the purpose of getting high? If yes, please explain in detail, including approximate dates, your age at the time, substance, etc.
- 20. Has there ever been a true finding against you for maltreatment of a child? If yes, please explain.
- 21. Have you ever been detained, questioned, held on suspicion, fingerprinted, or taken into custody for any reason other than minor traffic violations? If yes, please explain in detail.
- 22. Have you ever been arrested, charged, or convicted of a felony offense, even if it was expunged or sealed? If yes, please explain in detail.
- 23. Have you ever been convicted of a Domestic Violence offense or convicted of any charges that have been reduced from the charge of Domestic Violence? If yes, please explain in detail. 24. The information I have provided in this application is accurate and correct. I understand that any information provided in this application that is inaccurate or is deemed inconsistent with impending background information collected can lead to disqualification from the process.

- 25. State Troopers must be willing to relocate based on the needs of the Department. Are you willing to work anywhere in the State of Arkansas if needed?
- 26. Click "Save" then "Submit," and you're all done!

# Uploading required ASP and DPS Forms, documents, and supporting documentation to your profile on ARCareers

- Upload Color Copies of all applicable documents in PDF format to your "My Candidate Profile" under the "Documents" section.
- Before uploading, sign all required ASP and DPS forms.
- Each document must be uploaded separately and labeled appropriately. For example, Label each with the last name, first name, and document name.

#### A copy of the "Application Checklist" can be found here:

**ASP Application Checklist 2025 - Fillable PDF 4-18-25** 

### **TROOP SCHOOL**

Troop School is a high-stress paramilitary training environment. Full schools typically last 21 weeks, and schools for previously certified officers usually last 12 weeks. Troop School announcements will indicate whether the advertised school is a full school or a school for previously certified.

Troop School is held at ASP Headquarters in Little Rock. Recruits generally report on Sunday evenings and are released from training on Friday afternoons. Recruits' housing and meals are provided at the ASP academy.

# THE PHASES OF TRAINING CONSIST OF THE FOLLOWING:

# **Phase 1: Indoctrination**

Objective: To assess the physical, mental, and emotional capabilities of the recruit with special emphasis on the following:

- Discipline/Bearing
- Core Values
- Organizational Structure
- Responsibility
- Accountability
- Team Building
- Chain of Command
- Physical Fitness
- Tolerance and functionality during high stress

This high-stress, fast-paced training stage involves high tasks (directing) and low relationships (recruit interaction). The staff holds one-way conversations with the recruits in a firm but professional manner.

# **Phase 2: Development**

Objective: Instilling and developing basic concepts and skills needed to perform the tasks of a professional police officer.

- Character
- Values
- Ethics
- Teamwork
- Basic Police Skills

In this stage of training, the staff begins fostering two-way communications and a better understanding of the training process. This stage gives the

recruits a basic knowledge of police skills and begins in-depth discussions in ethics, leadership, wellness, legal, communication, problem-solving, and community. It is believed that when staff members take recruits into their confidence and foster two-way communication, trust and respect are formed.

# **Phase 3: Competence**

Objective: To achieve proficiency in applying the knowledge, skills, and abilities of a professional police officer.

- Leadership
- Scenario complexity increased
- Enhanced police skills

In this stage, the recruits master skills and refine techniques to such a degree that competence is achieved. Good two-way communication between staff and recruit is paramount for this stage. The staff engages the recruits in discussions about the training and promotes competence, initiative, and ingenuity among recruits.

# **Phase 4: Evaluation**

Objective: To test the recruits' ability to apply what they have learned. This is done through practical application and evaluations.

The recruit should, as much as possible, drive this portion of the training. The staff should turn over as much responsibility and coordination of the training as possible to the recruits. This includes coordinating physical training, making sure the class is prepared for the training, handling internal problems, etc.

The staff will maintain their professional bearing but will operate in a more relaxed mode. This should be a low-stress environment where staff coaches and mentors recruits. The staff continues to evaluate the recruits' performance to see if they have retained and can apply what they have learned. The staff holds recruits accountable for deficiencies regarding skills and violations of rules and regulations.

## **FIELD TRAINING**

After graduation, you will be teamed with a Field Training Officer for several weeks of on-the-job training. The training prepares you for the job's demands and ensures you are prepared to work independently.

### TRANSFERS AND PROMOTIONS

Arkansas State Troopers are initially assigned for two years in uniformed patrol assignments under the command of the department's Highway Patrol Division. Many veteran Troopers choose to remain in a patrol assignment; however, upon completion of the initial patrol assignment, State Troopers may transfer within the department to other divisions or operational positions.

Assignments are based on the needs of the agency. We attempt to give recruits their first choice of assignment, but this is not always possible. Typically, assignments are given during the first few weeks of training.

A Trooper must have obtained the rank of Trooper First Class (TFC) with the Arkansas State Police to test for the rank of Sergeant. You are promoted to TFC after 4½ years and corporal after 7½ years of ASP service.

The supervisory positions open to testing and promotion are the ranks of sergeant and lieutenant.

# **WORK SHIFTS**

Troop schedules vary, but most work either a four-day, 10-hour shift or a five-day, eight-hour shift. Days off and shift hours vary. Typically, most troopers would work a day or night shift and rotate to the opposite shift at the beginning of the month (rotate from day to night shift and from night to day shift).

#### **Contact an ASP Recruiter**

Sgt. Zach Owens

**Main Recruiting Line**: 1-800-340-4255

Mobile: (870) 557-5259

**Elizabeth Johnson**: (501) 618-8314