

Promotional Eligibility Panel  
Effective July 1, 2023-June 30, 2024

Madison Police Department Promotional Process  
Lieutenant, Sergeant, Detective, Investigator

**Administrative Requirements**

- Declaration of intent to compete for promotion, resume and Supervisory Input Form is due electronically by 11/11/2022 @0800 to the Captain of Training
- Lieutenant candidate project summary is due electronically by 3/31/2023 @0800 to the Captain of Training

**Promotional Orientations**

- Overview of the Promotional process
- Rank-specific presentations provided on: 12/5, 12/7, 12/8 and 12/9
- Candidates are encouraged to seek out rank-specific cross-training

**Assessment Center**

- Dates: April 24, 25, 26, 27, 28
- Testing process for ranks of Sergeant, Detective and Investigator
- Diverse internal & external assessors used
- Rankings emailed prior to Portfolio presentations

**Feedback Surveys**

- Candidate survey that measures responses to qualities relative to MPD's 5 C's of Leadership
- Results shared with the candidate and Chief before the Portfolio Presentation interview
- Results emailed to candidate prior to Portfolio Presentation

**Management Team Discussion**

- Captains solicit feedback about each participating candidate
- Recent/relevant information is shared
- Information shared with candidates command before their Portfolio Presentation

**Portfolio Presentation**

- Interview with the Chief of Police and candidate
- Interviews will occur between May 8<sup>th</sup> - June 16<sup>th</sup> 2023