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# ANNOUNCEMENTS

ATTENTION STUDENTS: Do you have 10 hours a week available ??

JUVENILE JUSTICE  
WINTER 2026  
INTERNSHIP  
OPPORTUNITY!!



Sites seeking interns:

- Kent County Juvenile Community Service
- Kent County Juvenile Detention Center

Earn elective credits AND....

- Build relationships with youth.
- Apply your coursework.
- Learn communication and documentation skills
- Enhance your resume.
- Build a professional network.
- Grow personally & professionally

Contact Laura Marsh for further details.  
marshla1@gvsu.edu



## POLICE CADET

### START YOUR CAREER PATH IN LAW ENFORCEMENT TODAY!

Police Cadets play an essential role in supporting the operations of the Kentwood Police Department. As ambassadors for the department, cadets provide professional and friendly service while gaining hands-on experience in law enforcement. Several of our police officers started their career with Kentwood as a police cadet. Get your start in criminal justice while serving your community as a Kentwood Police Cadet.

#### RESPONSIBILITIES/OPPORTUNITIES:

- Assist citizens at front desk
- Answer and direct phone calls professionally
- Provide support to sworn & non-sworn department personnel gaining exposure to many facets of law enforcement procedures
- Participate in monthly ride-alongs with patrol officers
- Participate in officer training exercises
- Process handgun permits and registrations
- Assist with impounded vehicle releases
- Assist with fingerprinting and background checks
- Copy reports, collect fees, and issue receipts
- Maintain and file police records
- Conduct property inspections with Code Enforcement
- Support community events like National Night Out

#### COMPENSATION & BENEFITS:

- Base Pay: \$15.00 – \$17.00/hour
- Tuition Reimbursement: Up to \$1,000 per semester
- Criminal Justice Internship Program
- Cadet Mentorship Program

#### MINIMUM REQUIREMENTS:

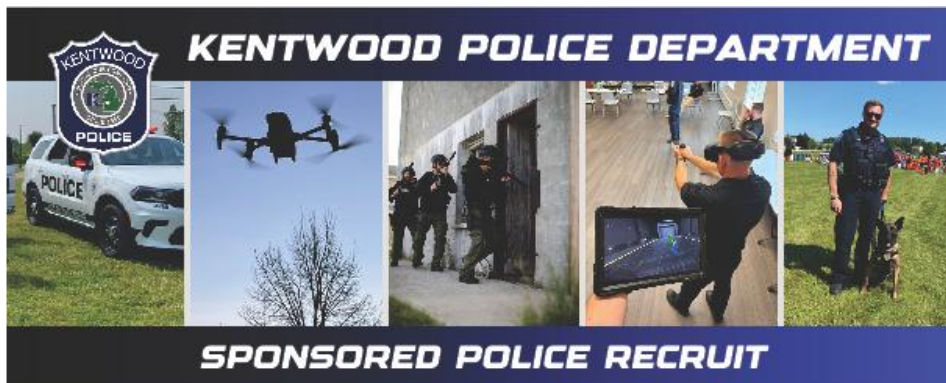
- 18 years or older
- United States citizen
- Pass a background investigation
- Available to work:
  - Up to 20 hours/week during the academic year (Mon–Fri, 8 AM–5 PM)
  - Up to 40 hours/week during summer

**APPLY ONLINE TODAY!**  
 [www.kentwood.us/jobs](http://www.kentwood.us/jobs)



**Contact:**  
 Officer Ryan Smith  
 616.656.6685  
[SmithR@Kentwood.us](mailto:SmithR@Kentwood.us)





## EARN WAGES AND BENEFITS WHILE ATTENDING THE POLICE ACADEMY FOR FREE!

Start your law enforcement career with the Kentwood Police Department as a Sponsored Police Recruit. You'll attend an MCOLES-approved police academy at no cost—all tuition and related academy expenses are fully covered by the City of Kentwood. While training, you'll also earn a competitive wage and receive full benefits. Upon successful completion of the academy and MCOLES certification, you'll transition into a full-time role as a Kentwood Police Officer. Our department offers the best of both worlds: the professional growth and specialized training of a larger agency, combined with the supportive, close-knit culture of a smaller team.

### MINIMUM APPLICATION REQUIREMENTS:

- 18 years or older
- United States citizen
- High school diploma or GED
- Valid Michigan driver's license
- No felony convictions or certain misdemeanor convictions

### CAREER OPPORTUNITIES:

- Road Patrol
- Traffic Enforcement
- Community Services Officer
- School Resource Officer
- Detective Bureau
- Special Response Team
- Field Training Officer
- Training Instructor
- Drone Operator
- K-9 Unit
- Bicycle Patrol
- Honor Guard
- And many more!

### COMPENSATION (AS OF 7/01/2025):

- Starting Recruit pay: \$25.89/hour
- Starting Officer pay : \$34.27/hour (\$71,273 annual)
- Officer pay after 5 years: \$43.74/hour (\$90,966 annual)

### BENEFITS:

- Overtime: Paid at 1.5x or may be converted to compensatory time off
- Retirement: 401(a) with 22% total contribution (12% employer, 10% employee)
- Insurance: Comprehensive medical, vision, dental & life, Retirement Health Savings Account
- Vacation & Holidays:
  - 80 vacation hours after 6 months, up to 160 hours accrued annually
  - 11 paid holidays annually
  - 24 hours of personal time accrued annually
- Paid Sick Leave: 96 hours accrued annually, up to 1,840 hours maximum accrual
- Parental Leave: 4 weeks of paid leave following birth/adoption, add 12 weeks for employees giving birth



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**Contact:**  
 Officer Ryan Smith  
 616.656.6685  
[SmithR@Kentwood.us](mailto:SmithR@Kentwood.us)

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|---|--|---|--|--|---|
| <p><b>School of<br/>Criminology,<br/>Criminal Justice,<br/>and Legal Studies</b></p> <p><b>Director: Dr.<br/>Jacquelynn<br/>Doyon-Martin</b></p> <p><b>DeVos 237C<br/>(616) 331-7130<br/><a href="mailto:martijd@gvsu.edu">martijd@gvsu.edu</a></b></p> | <p><b>Criminal Justice<br/>Undergraduate<br/>Coordinator</b></p> <p><b>Dr.<br/>Jennifer<br/>Marson-<br/>Reed</b></p> | <p><b>Criminal Justice &amp; Legal<br/>Studies Internship<br/>Coordinator</b></p> <p><b>Laura Marsh,<br/>LMSW</b></p> | <p><b>Master Criminal<br/>Justice Graduate<br/>Program Director</b></p> <p><b>Dr. Carrie Buist</b></p> | <p><b>Legal Studies<br/>Coordinator</b></p> <p><b>Joshua Sheffer, J.D.</b></p> | <p><b>Police Academy</b></p> <p><b>Geoff Collard</b></p>        |
|   | <b><a href="mailto:marsonj@gvsu.edu">marsonj@gvsu.edu</a></b>  | <b><a href="mailto:marshla1@gvsu.edu">marshla1@gvsu.edu</a></b>   | <b><a href="mailto:buistcar@gvsu.edu">buistcar@gvsu.edu</a></b>  | <b><a href="mailto:sheffjos@gvsu.edu">sheffjos@gvsu.edu</a></b>                | <b><a href="mailto:collardg@gvsu.edu">collardg@gvsu.edu</a></b> |
|   | <b>DeVos 214C</b>  | <b>DeVos 275C</b>   | <b>DeVos 277C</b>  | <b>DeVos 255C</b>  | <b>HOL 116</b>  |

# RESOURCES

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|--|---|--|---------------------------------------|--|
| <b><u>Academic<br/>Calendar</u></b>                      | <b><u>Banner</u></b>  | <b><u>Blackboard</u></b>   | <b><u>Career<br/>Center</u></b>       | <b><u>CECI<br/>Dean's<br/>Office</u></b> |
| <b><u>CECI<br/>Undergraduate<br/>Advising Center</u></b> | <b><u>Course Catalog</u></b>                                  | <b><u>GVSU Course<br/>Equivalencies</u></b>                      | <b><u>GVSU Forms</u></b>              | <b><u>Handshake</u></b>                  |
| <b><u>Navigate</u></b>                                   | <b><u>Police Academy<br/>Employment<br/>Opportunities</u></b> | <b><u>SCCJLS Job<br/>Opportunities &amp;<br/>Internships</u></b> | <b><u>SCCJLS<br/>Scholarships</u></b> | <b><u>Veterans<br/>Network</u></b>       |





**GRAND VALLEY  
STATE UNIVERSITY**

**SCHOOL OF CRIMINOLOGY,  
CRIMINAL JUSTICE,  
AND LEGAL STUDIES**

**Office Hours**

**Monday – Friday**

**8:00 a.m. – 5:00 p.m.**

**Phone: (616) 331-7130**

**Location: 289C DeVos**

**Website: <https://www.gvsu.edu/cj>**

COLLEGE OF EDUCATION AND COMMUNITY INNOVATION

**ENGAGE. ENRICH. TRANSFORM.**

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