



BENZIE COUNTY SHERIFF'S OFFICE

Kyle Rosa, Sheriff • Greg Hubers, Undersheriff

505 S. Michigan Ave, Beulah MI 49617
(231) 882-4484 – Fax (231) 882-5814

April 4th, 2026

JOB POSTING: BENZIE COUNTY SHERIFF'S OFFICE ROAD PATROL DEPUTY
Contact Person: UNDERSHERIFF GREG HUBERS ghubers@benzieco.gov 231-882-4494
Job Description: ROAD PATROL CADET DEPUTY/CRISIS RESPONSE DEPUTY
(This position is eligible for an academy sponsorship)

-Patrol Benzie County: Enforcement of State and Federal laws, rules, and regulations.

- Maintains open communication with fellow Deputies, Supervisors, Corrections personnel, and the Sheriff.

-Effect lawful arrest of suspected criminals, by taking them into physical custody, subduing or restraining, searching, explaining reason and authority to arrest, advising them of constitutional rights, and transporting them to the jail for further processing.

-Appear in court to give testimony and evidence as to the facts surrounding the investigation.

-Confers with County Prosecutors and explains circumstances of crimes, evidence, facts, and conclusions to obtain required warrants.

-Provides public education and services to groups of interested parties in areas such as traffic safety, enforcement, fire prevention, drugs and narcotics, and all applicable programs and policies.

- Prepares daily reports, incident reports, memos, subpoenas, warrants, protection orders, pick up orders, mental health evaluation orders, Sheriff sales, and other related documents.

-Maintains open communication with fellow Deputies, Supervisors, and the Sheriff.

-Abides by and follows all policies and procedures of the Sheriff's Office and Benzie County. All other assignments as directed by and through the Sheriff of the County.

Minimum requirements: -Must be at least 21 years old --Must be a United States Citizen--Must have no felony convictions, must complete a basic academy upon offer of employment.

-Preference to MCOLES licensed or licensable (Have successfully completed and passed a MCOLES academy or willing to attend immediately upon hire date.)

-Must pass a pre-screening medical and drug screen.

-Must pass a pre-service psychological examination and extensive background investigation.

Pay Scale: \$25.41 hourly to \$29.71 hourly commensurate with experience and years of service.

Competitive employee benefit package.

Please complete application on benzieco.gov website and submit application and resume to Brenda Miller Gokey at bmiller2@benzieco.gov. Resumes will be accepted until 5pm on Friday May 1st, 2026 or until filled. Benzie County is an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected by law

APPLICATIONS WILL BE ACCEPTED UNTIL 5PM May 1st, 2026 OR UNTIL FILLED



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CLASSIFICATION DESCRIPTION

DEPUTY: PATROL, CRISIS RESPONSE DEPUTY

GENERAL SUMMARY

Primary function of the job is to enforce criminal and traffic laws and the general protection of all citizens while exercising considerable discretion in accordance with established policies and procedures. Frequent contacts and other employees and the public, which require considerable public relations skills in handling, are expected. Job tasks require exercising considerable discretion based on professional knowledge including the anticipation of effect and may have significant impact, including affecting the life or safety of individuals. Irregular hours will be required.

PRIMARY DUTIES AND RESPONSIBILITIES

(May include but are not limited to the following)

- Issues tickets to traffic violators and apprehends people suspected of violating the law.
- Maintains and submits all appropriate records, including the logging of any criminal information.
- Receives equipment to be issued to him/her and checks to ensure it is in proper working order and advises shift commander of any defects before leaving on patrol.
- Collects, prepares and analyzes physical evidence.
- Must maintain open communication with higher rank and follow all policies and procedures of the Sheriff's Office, including the **general** policy philosophy of the Sheriff.

EDUCATION AND EXPERIENCE REQUIREMENTS

- Graduation from High School or G.E.D. and completion of two years of college is required.
- MCOLES Basic Training and must be certifiable.

ADDITIONAL REQUIREMENTS

- Must not have been convicted of a felony or crime that might question the person's credibility.
- Must possess and maintain a valid Michigan Driver's License.
- Must possess and maintain MCOLES Certification.
- Must successfully complete the employment screening process, which may include written and oral evaluations, psychological and physical screening, as well as complete background investigation.
- Must be in good health and able to perform police duties, free from chronic disease and any physical deformities and able to pursue, apprehend, restrain and control potential suspects.
- May be required to successfully complete a physical readiness test yearly, per contract requirement.
- Interpersonal skills are necessary to deal courteously and effectively with other employees and the public.
- Ability to comprehend, process and apply both verbal and written skills appropriate to the job.
- Ability to maintain confidentiality.

NOTE: In compliance with Michigan Statutory Provision for the office of Sheriff, the Sheriff of Benzie County reserves the right to make the final decision regarding both the application of these requirements and the hiring of an appropriate applicant for this position within the Office of the Sheriff.

Essential Job Functions of a Law Enforcement Officer

1. Affect an arrest, forcibly if necessary, using handcuffs and other restraints.
2. Climb over obstacles; climb through openings; jump down from elevated surfaces; jump over obstacles, ditches and streams; and crawl in confined areas to pursue, search, investigate and/or rescue.
3. Communicate effectively over law enforcement radio channels while initiating and responding to radio communications, often under adverse conditions such as siren usage and high-speed vehicle operation.
4. Communicate verbally and effectively by listening to people and giving information, directions, and commands.
5. Operate an emergency vehicle; during the day and night; in emergency and pursuit situations involving speeds more than posted limits, while exercising due care and caution; and, in congested traffic, unsafe road conditions, and environmental conditions such as fog, smoke, rain, ice and snow.
6. Load, aim, and fire handguns, shotguns, and other agency-specific firearms from a variety of body

positions in situations that justify the use of deadly force while maintaining emotional control under extreme stress.

7. Conduct searches of buildings and large outdoor areas that may involve walking and/or standing for long periods of time.
8. Exercise independent judgment within legal guidelines, to determine when there is reasonable suspicion to detain, when probable cause exists to search and arrest and when force may be used and to what degree.
9. Gather information in criminal investigations by interviewing and obtaining the statements of victims, witnesses, suspects and confidential informants.
10. Identify wanted people and vehicles; and locate stolen property and identify potential evidence, which requires the ability to distinguish color and perceive shapes.
11. Manage interpersonal conflicts to maintain order.
12. Enter and exit vehicles quickly to perform rescue operations, pursue a suspect or answer an emergency call.
13. Perform law enforcement patrol functions while working rotating shifts and unanticipated overtime.
14. Perform tasks that require lifting, carrying, or dragging people or heavy objects while performing arrest, rescue or general patrol functions.
15. Perform searches of people which involve touching and feeling to detect potential weapons and contraband.
16. Prepare investigative and other reports, including sketches, using appropriate grammar, symbols and mathematical computations.
17. Pursue fleeing suspects on foot both day and night in unfamiliar terrain.
18. Read and comprehend rules, regulations, policies, procedures and the law for purposes of ensuring appropriate officer behavior/response and performing enforcement activities involving the public.
19. Subdue resisting subjects using hands and feet while employing subject control maneuvers or approved non-lethal weapons.
20. Use body force to gain entrance through barriers to search, seize, investigate and/or rescue.
21. Perform other essential tasks as identified by the employing agency and/or the Michigan Commission on Law Enforcement Standards job-task analysis.

CRISIS RESPONSE DEPUTY CLASSIFICATION:

22. Upon successful completion of the academy and Field Training Officer Program the candidate shall complete the following additional training:
- A) Beyond trauma informed training
 - B) CIT: Crisis intervention training
 - C) Additional training as provided by Centra Wellness Community Mental Health.
 - D) Qualified mental health professional(QMHP) or paraprofessional under Centra Wellness Network supervision.