



What are the responsibilities of the Neighborhood Watch Captain?

The role of the Neighborhood Watch Captain is to serve as the coordinator and liaison for the Neighborhood Watch Group. It is up to the Captain to coordinate and delegate the responsibilities of their group.

- 1) Maintain an updated list of all member names, addresses, email addresses and phone numbers
- 2) Set up a communication network for your area. This might include creating a phone tree, neighborhood map, group email list.
- 3) Distribute information to your neighborhood, which will be sent to you by Moses Lake Police Department or information from fellow group members.
- 4) Provide sign in sheets for attendees to sign in at your Neighborhood Watch function and held for your records.
- 5) Set up a working committee of Co-Captains to assist with your neighborhood activities and to help you get information out to your group.
- 6) Greet new neighbors that move into the neighborhood. Encourage them to get involved and be included in the contact list.
- 7) Should you decided to discontinue serving as a Captain, please let MLPD know so another captain can be chosen.

The Neighborhood Watch Captain is not the person who is responsible for keeping crime out of the neighborhood. Being alert to crime and trying to prevent is EVERYONE's responsibility! Neighborhood Watch Captains do not have to patrol the area or be responsible for everyone's homes.