

# NEIGHBORHOOD WATCH ORGANIZATION

All members of the Neighborhood Watch group play an instrumental role in the success of the group. This quick reference guide explains how a group is organized and describes how the various participants help the group achieve the program's goals of preventing crime and strengthening neighborhoods.

## BLOCK CAPTAIN

Block Captains are the liaisons between their groups and the City of Dublin's Neighborhood Watch program. Their primary responsibilities are to unite the group and to facilitate communication among members by:

- Disseminating information received from the City, such as safety tips, crime bulletins and press releases, and invitations to safety trainings
- Facilitating group communication through various means such as a phone tree, e-mail distribution list, or social media (such as community blogs, social networking sites)
- Maintaining and updating the Neighborhood Watch Map and Roster
- Welcoming new residents and encouraging their participation in the program
- Coordinating and encouraging group activities

A Block Captain DOES NOT:

- Report crimes for neighbors; those who witness the activity are responsible for reporting it
- Act as a vigilante; it is a police officer's job to enforce laws
- Take sole responsibility for addressing neighborhood issues; everyone pitches in
- Need to work alone; Co-Captains and other members are available to help

## CO-CAPTAIN

Co-Captains are additional liaisons with the City's Neighborhood Watch program and they support their respective Block Captains as needed, with tasks such as disseminating information or coordinating group activities. The Co-Captain shares responsibility in engaging residents and exploring new ways to keep the group motivated and active.

In the event that the Block Captain is no longer able to perform his or her duties, the Co-Captain may be asked to step in as a Block Captain until the group finds a replacement.

## MEMBERS

Members consist of all the residents within a designated Neighborhood Watch group, including the Block Captain and Co-Captain. As the "watchers" of a neighborhood, members look out for one another and play a crucial role in communicating suspicious activity to both the group and to the police. Members keep their group's e-mail/telephone/contact lists current and they pitch in at group activities and events. Active members also reach out to new residents, subscribe to CrimeReports.com to receive crime alerts, and take advantage of trainings offered through the Neighborhood Watch program.

Because members individually and collectively represent the voice of the community, they are vital in helping City and Police Staff identify and address neighborhood or safety issues.

If you need ideas on how to improve your role in Neighborhood Watch, contact Neighborhood Resources or visit the Neighborhood Resources website for publications such as the "Block Captain Tip Sheet" or "Watcher's Guide to a Safe Community."