

Vacancy Notice

School Resource Officer

Job title	School Resource Officer
Reports to	Superintendent
FLSA Status	Exempt

Classification: Classified	Term of Employment: 10-month position
CPI Job Code: 490 Security Personnel	Salary Scale: 1185

Duties and responsibilities

Provides or assists in providing security services for a school or a school system

- Provide assistance and information to help administrators be better prepared to deal with security related matters and serve as a wrap-around services team member to support student success.
- Work closely with the principal and staff of the school to foster a better understanding of the law enforcement function to maintain a secure learning environment. Provide training to teachers and staff on safety and security protocols and standards. Proactively work with the school's leadership team and collaborate with school's administrative team and any outside agencies on safety protocols and procedures.
- Serve as a visible and active law enforcement officer on campus dealing with law-related areas such as drugs, traffic, trespassing, fighting, and thefts. Enforce campus rules and regulations.
- Work collaboratively with public safety agencies to serve as a liaison between school and community to deter criminal and delinquent behavior.
- Work with school administration to provide counseling for at risk youth via the RTI and MTSS processes.
- Coordinate security for crowd and vehicle control at extra-curricular activities and special events. Monitor and instruct students, visitors, and district personnel on proper and lawful campus or facility behavior. Help to define and maintain a respectful code of conduct.
- Conduct routine patrols of assigned facilities to include buildings, parking lots and district owned, leased, or rented property identifying suspicious activity, unauthorized persons on campus, or unauthorized entry; Operate district equipment to include alarm systems, surveillance equipment, and patrol units when necessary.
- Take law enforcement action to protect against unwanted intruders. Identify and prevent (through counseling and referral) delinquent behavior, including substance abuse. Make arrests only when necessary to protect students, staff and school property.
- Assist other law enforcement agencies with incidents involving local criminal activity that may impact the safety of the environment for students and staff. Serve as the initial first responder and school safety coordinator for campus emergencies.
- Respond to calls on crimes against person or property in progress, report crimes that have already occurred, and intrusion/fire alarms; perform preliminary investigation at the scene (e.g. gather and preserve evidence, take statements). Prepare written reports, maintain daily logs, and obtain and serve arrest and search warrants as necessary; testify in court as required.
- Subdue offenders and criminals by using the minimum amount of force needed to protect the officer and other persons.
- Provide instructions and directions to others as it pertains to law enforcement matters and emergency situations.

- Conduct security building assessments for schools; guard, check and secure doors, rooms, buildings and equipment.
- Operate a two-way radio and qualify with a department issued firearm.
- Provide executive protection; provide transportation to and from pre-designated places for Board Members and/or District Administrators.
- The officer must be in an approved uniform and full gear during all working hours.
- Perform other duties as assigned by appropriate supervisory personnel and school administrators.

Qualifications

- Must be a Certified Police Officer
- Must hold a valid Driver's License
- Must pass Criminal Background Check
- Must satisfy eVerify employment eligibility requirements
- Knowledge, Skills & Abilities:
 - Must be able to demonstrate the ability to apply critical thinking skills in rendering solutions to various issues that arise in the schools and on district property; must be able to effectively communicate with both the public and school personnel; extensive communications (verbal and written) with students, staff and internal/external stakeholders is required; must effectively collaborate with school staff and administration to ensure the implementation of all security and safety protocols; will be responsible for managing behavior of victims, witnesses and others when handling or responding to incidents; requires the use of sound judgment; ability to work with youth and adults and to instruct youth and adults in safe behavior practices. Must be able to work flexible hours, evenings and staggered shifts, holidays and weekends and/or in emergency situations and to direct traffic/pedestrians crossing busy streets around schools or on school grounds when necessary; ability to investigate suspicious circumstances, persons, vehicles, etc. Required to work evenings, weekends and athletic events as assigned by the Chief and/or Assistant Chief to provide maximum security coverage; must be able to work in inclement weather and able to walk, run, climb, crawl or sit for extended periods of time. Required proficiency in incident reporting, fax, copiers, and scanners, etc. Knowledge of Georgia Criminal and Traffic Code, City and County Ordinances, Criminal Procedures, Juvenile Law and court proceedings.

Compensation

This is a classified salaried exempt position. The base salary includes 190 days of employment in the school building during assigned hours and attendance and performance of duties at all regular season football and basketball home games. Attendance at the regular season football and basketball home games is mandatory. The Chief and/or Assistant Chief will schedule and assign additional duty for all other extra-curricular events. Assignments for these other events will be made in an equitable manner. All School Resource Officers are required to accept the assignments of other events as a condition of continued employment. Additional compensation will be paid for the other events per Board approved compensation schedules.

Physical requirements

- A medical exam is required as a condition of employment, followed by an annual medical exam thereafter. Annual physical fitness tests using standards as defined for the basic mandate for P.O.S.T. certification are required. Ability to walk, run, climb crawl or sit for extended periods of time. Work in inclement weather. Varied work schedule including evenings, weekends and athletic events as assigned by the Chief and/or Assistant Chief to provide maximum security coverage is required. Incumbent may spend extended periods of time patrolling and investigating crimes on District property, both in

- automobiles and on foot. Incumbent may be required to physically restrain parties involved in a conflict. In extreme cases, incumbent may be exposed to violent and/or armed confrontations. This position may involve routine exposure to blood or body fluids. Regular attendance is required for this position.
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How to Apply

Internal applicants, please send a cover letter and current resume to Human Resources Department attention Masha White or email to mwhite@washington.k12.ga.us

External applicants may submit a Washington County Board of Education application for employment, resume, and three professional references to Human Resources Department attention Masha White or email to mwhite@washington.k12.ga.us

Classified Applications are available online at [www. https://www.washingtoncountyschoolsga.org](https://www.washingtoncountyschoolsga.org)

Deadline to apply: Monday July 12, 2021

The Washington County Board of Education is an Equal Opportunity Employee