

SESC Job Posting

Location: Doddridge County

Title: School Resource Officer

Description: Qualifications and Skills:

1. Must be a law enforcement officer who is retired and/or an individual who is separated from service in good standing from service with a public agency as a law enforcement officer.
2. Before such separation, was authorized by law to engage in or supervise the prevention, detection, investigation, or prosecution of, or the incarceration of any person for, any violation of law, and had statutory powers of arrest or apprehension under section 807(b) of title 10, United States Code (article 7(b) of the Uniform Code of Military Justice);
3. During the most recent 12-month period, has met, at the expense of the individual, the standards for qualification in firearm training for active law enforcement officers, as determined by the former agency of the individual, the State in which the individual resides or, if the State has not established such standards, either a law enforcement agency within the State in which the individual resides or the standards used by a certified firearm instructor that is qualified to conduct a firearms qualification test for active duty officers within that State;
4. Has not been officially found by a qualified medical professional employed by the agency to be unqualified for reasons relating to mental health; or has not entered into an agreement with the agency from which the individual is separating from service in which that individual acknowledges he is not qualified under the section for reasons relating to mental health;
5. Is not under the influence of alcohol or any intoxicating hallucinatory drug or substance; and is not prohibited by Federal law from receiving a firearm.
6. Meet and maintain all training and education requirements for position.

Reports to: Superintendent, Director of Student Support Services and Building Principal

Responsibilities:

The School Resource Officer (SRO) supports and facilitates the educational process within the Doddridge County School System by providing a safe and secure environment through building and establishing meaningful relationships with students and staff and proactively interacting with the school community to ensure the enforcement of city and state laws, preservation of public order, protection of life and the prevention, detection, or investigation of crime. The SRO acts as a visible, active enforcement officer in the school, dealing with security matters inside and outside the school building.

Job Responsibilities:

1. Effectively communicate and build working relationships with students, parents, school personnel and community agencies to support teaching and learning in the schools.
2. Patrol district property to protect students, staff and visitors from physical harm and prevent loss to district property resulting from criminal activity.

3. 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 and provide classroom presentations on varied topics as needed.
4. Proactively work with the school's leadership team and collaborate with school's administrative team on safety protocols and procedures.
5. Coordinate security coverage for after school activities and events that produce large crowds.
6. Provide security coverage for Board of Education Meetings.
7. Reinforce clear expectations for appropriate behavior through enforcement of laws, law-related education, and involvement in crime prevention activities
8. Enforce county and school rules, regulations and policies for the safety and security of students, staff and property.
9. Possess the ability to engage students to help improve the relationship with students, increase the likelihood that students report criminal activity and help reduce delinquent behavior within schools and the community
10. Report incidents and observations to appropriate school or law enforcement authorities. Investigate allegations of criminal incidents per police department policies and procedures. Enforce state and local laws and ordinances. Make appropriate referrals to juvenile authorities or other governmental agencies.
11. Work cooperatively with law enforcement agencies on violation of school policies, local, state and federal laws.
12. Serve as a resource to the school administrator as they conduct investigations.
13. Reports to the administrator any building conditions or practices that interfere with security maintenance in the building or on the grounds.
14. Assist visitors to facilities, approaches visitors and suspicious or unauthorized individuals and determine reasons for being on school grounds; detain or report individuals suspected or guilty of illegal or prohibited activity according to established procedures.
15. Maintain high visibility at the schools, observe students during periods between classes, initiate interaction with students in the classroom, at student functions and in the general areas of the school building; prevent unauthorized departure from school premises and be a positive role model.
16. Must have knowledge of West Virginia Criminal and Traffic Code, City and County Ordinances, Criminal Procedures, Juvenile Law and court proceeding
17. Performs other related duties as assigned by the Superintendent or designee.
18. Must comply with the Federal Law Enforcement Officer Safety Act of 2004.

Term: Full-time. 210-day contract

Salary: Per Scale plus available supplement(s)

Deadline to Apply: December 23, 2021 – or until filled

Send Applications to:
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