

## **SCHOOL RESOURCE OFFICER/ Stover City Police Officer**

<b>Reports to:</b>	<b>Superintendent/Commissioning Agent</b>
<b>Classification:</b>	<b>Non- Certified</b>
<b>FLSA Status:</b>	<b>Exempt</b>
<b>Terms of Employment:</b>	<b>240 days @ 8 hours per day</b>
<b>Evaluation:</b>	<b>Performance in this position will be evaluated regularly by the supervisor and in accordance with Board Policy</b>
<b>Compensation:</b>	<b>School Resource Officer Salary Schedule (see Attached)</b>
<b>Vacation:</b>	<b>1 week paid vacation (Summer Months only)</b>

### **JOB SUMMARY:**

To provide law enforcement and protection services to the Morgan County R-1 school district and the City of Stover. A willingness to use sound professional judgment and the flexibility necessary balance the dual roles of School Resource Officer and City of Stover Police. Special emphasis will be placed: 1. Ensuring student and staff safety, 2. to establish effective rapport with students and staff 3. to motivate pupils to develop attitudes and knowledge needed to ensure that effective learning occurs for each child, every day. 4. To take initiative in their role, to further educationally related goals. 5. To follow best practices!

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

1. Provide law enforcement and police services to the school, school grounds and areas adjacent to the school. 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.
2. Work to prevent juvenile delinquency through close contact and positive relationships with students. In addition the SRO shall develop crime prevention programs and conduct security inspections to deter criminal or delinquent activities. The SRO should monitor crime statistics and work with local officers.
3. Establish and maintain a close partnership with school administrators in order to provide for a safe school environment. Assist school officials with their efforts to enforce Board Of Education policies and procedures. Ensure school administrator safety by being present during school searches, which may involve weapons, controlled dangerous substances or in such cases that, the student's emotional state may present a risk to the administrator. Assist school administrators in emergency crisis planning and building security matters. Provide a course of training for school personnel in handling crisis situations, which may arise at the school.
4. Be visible within the school community and community. Attend and participate in school functions. Build working relationships with the school's staff as well as with student and parent groups.
5. Develop and implement classes in law related education to support the educational efforts of the faculty. Work closely with teachers in designing and presenting law-related topics and the role of police in our society.
6. Work with guidance counselors, school social worker and other student support staff to assist students and to provide services to students involved in situations where referrals to service agencies are necessary. Assist in conflict resolution efforts.
7. Initiate interaction with students in the classroom and general areas of the school building. Promote the profession of police officer and be a positive role model. Increase the visibility and accessibility of police to the school community.

**OTHER DUTIES AND RESPONSIBILITIES** *Other duties may be assigned.*

- Effectively utilizes district technologies appropriate to the position and assumes responsibility for attending district training needed to successfully perform designated responsibilities as directed by supervisor.
- Maintains regular attendance.
- Maintains confidentiality, unquestionable integrity.
- Complies with State Law and District policies and regulations. Maintains a safe environment for students, conducive to learning. Teaches district-approved curriculum.
- Individualizes assignments, instructional material and provides individualized and small group instruction to adapt the curriculum to the needs of each pupil.
- Translates lessons into developmentally appropriate learning experiences. Models lessons for students.
- Uses effective Classroom Management techniques.
- Establishes, shares, and maintains standards of pupil behavior to achieve an effective learning atmosphere.
- Anticipates and effectively addresses unforeseen crises associated with working with large groups of children.
- Keeps appropriate records and files of completed assignments.
- Assist the administration in the compiling of teacher assignments for students assigned to in-school suspension.
- Willingness to serve as substitute teacher as needed.
- Other duties as assigned

**SUPERVISORY RESPONSIBILITIES:**

Instructs and Supervises students.

**QUALIFICATION REQUIREMENTS:**

*To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.*

*The requirements listed below are representative of the knowledge, skill, and/or ability required.*

*Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

**EDUCATION and/or EXPERIENCE:**

POST certificated, Law enforcement experience

**CERTIFICATES, LICENSES, REGISTRATIONS:**

Missouri Peace Officer Commission

**PHYSICAL DEMANDS:**

*The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions*

While performing the duties of this job, the employee is frequently required to stand, talk, hear and sometimes walk and run. While performing the duties of this job, the employee may occasionally push or lift. The employee is directly responsible for safety, well-being, or work output of other people. Specific vision abilities required by this job include close vision such as to read handwritten or typed material, and the ability to adjust focus. The position requires the individual to meet multiple demands from several people and interact with the public and other staff.

**Equipment/Training Cost:**

*The Morgan County R-1 School District will provide School Resource Officer(SRO) training, Non-Lethal deterrents required by commissioning agency, School Resource Officer Shirts, protective vest up to level 3A at the discretion of the SRO,*

*SRO/Commissioning agent will provide lethal deterrents and ammunition, firearm training, non-lethal training or any training needed to maintain commission.*

**The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.**

DRAFT