

CAMPUS SECURITY OFFICER II (District Patrol)

DEFINITION

Under general supervision, monitors, and patrols District school facilities, property, and offices; controls parking, and other school facility areas; responds to intrusion alarms and investigates possible building intrusions; enforces District rules, and regulations concerning the protection of property and persons; observes students and enforces the rules and regulations governing student behavior; conducts investigations regarding damage to District property; develops and implements programs designed to increase safety and decrease violence; deters truancy, works flexible hours as the needs of the District change; performs other related work as assigned and/or required.

ESSENTIAL DUTIES

- prevents truancy by patrolling within the District pursuant to applicable policies, rules, regulations, and legal provisions, detains and questions suspected truants, cites and transports truants to home school
- assists the School Attendance Review Board through participation and issuance of attendance related citations
- works with administrators, staff, students, and parents in deterring bullying of students
- assists in traffic control at District facilities
- undertakes special assignments related to safety and security issues
- patrols and implements parking lot regulations as adopted by the Governing Board
- performs patrol of school facilities, offices and other District property
- may monitor and direct student activities in hallways, restrooms, and in areas adjacent to the school buildings and sites
- controls, monitors, and provides direction to unauthorized persons on District property
- investigates building and facility intrusions, and may detain persons trespassing on District property for further investigation by law enforcement agencies
- inspects, reviews, and monitors District property to ensure against inappropriate behaviors, property loss or damage, and to ameliorate potential safety hazards
- assists in maintaining appropriate student behavior, and reducing property loss and damage, and prepares reports of unusual and inappropriate behavior and violations of legal provisions
- enforces the District and school regulations pertaining to day and evening student activities
- counsels and advises students and others regarding violations of District rules and regulations concerning the proper use of District facilities and property
- prepares incident reports concerning the destruction of property, vandalism, and theft
- contacts the security forces or appropriate law enforcement agencies to request assistance in maintaining the security, protection and control of District school facilities, offices and other District property
- may detain persons on District property violating rules and regulations, and applicable legal code provisions
- assists in maintaining control of large numbers of people at athletic events, student activities, and other events to ensure the rules and regulations pertaining to conduct and safety are observed
- performs other related work as assigned and/or required

QUALIFICATIONS

Knowledge of: Student behavior modification strategies and techniques; policies, rules, regulations, legal provisions concerning property protection, campus control, security, and appropriate student behavior; crowd control procedures and the detection and identification of dangerous drugs and improper substances; legal provisions governing student conduct, and the control and protection of property; law enforcement methods of proper detention and search of persons on the District facilities, school campus and adjacent areas; safe facility patrol and protection, and campus supervision methods and procedures.

Ability to: Perform effectively and efficiently in situations requiring tact, diplomacy, and good judgment; enforce campus/District rules and regulations, and applicable legal provisions; communicate effectively in oral and written form, particularly with adolescent students and adults under stressful situations; perform patrol at various times through the week, evening and weekend student control and crowd control services; understand and follow oral and written directions; establish and maintain cooperative working relationships with the educational community and public safety agencies; perform duties with minimal direct supervision.

PHYSICAL DEMANDS

The physical requirements indicated below are examples of the physical aspects that this position classification must perform in carrying out essential job functions.

- will frequently exert 50 to 75 pounds of force to lift, carry, push, pull, or otherwise move objects
- will involve walking and/or standing for extended periods of time, and may occasionally involve ascending and descending ladders, stairs, scaffolding, and ramps
- must be capable of perceiving the nature of sound
- must possess visual acuity and depth perception
- must be capable of providing oral information, in person, by telephone or other communication devices
- must possess the manual dexterity to operate equipment and to use security devices, and handle and work with various objects and materials
- exposure to hot, cold, wet, humid, or windy conditions caused by weather may occasionally be experienced

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

EXPERIENCE AND EDUCATION

Experience: Two years of successful experience performing supervision, security and control services of law enforcement, preferably in an educational setting.

Education: Verification of a High School diploma, a GED certificate or a higher degree, supplemented by training or course work in behavior modification techniques, student supervision or closely related fields.

Certificate Requirement: Must satisfactorily complete the POST LEVEL II training course, the School Security Officer Training (SB 1626) or Campus Law Enforcement Course (P.C. 832.3 (g) and E.C.38001.5/72330.5), complete training in the use of ASP (expandable baton). Verification of a current First Aid certificate and a current CPR certificate issued by the American Red Cross or the American Heart Association is required at time of employment, and must be kept current as a condition of continued employment.

Licenses: A valid Class 3 California Driver's License is required. Insurability by the District's liability insurance carrier may be required.