



POLICE OFFICER II

DEFINITION

To patrol District grounds and facilities and monitor school campuses in order to maintain a safe and orderly environment; and perform related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from the Chief of Police. Exercises no supervision.

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

- Patrol schools and other District sites to prevent and/or control incidents of violence or illegal activities.
- Gather information regarding illegal activities directed toward District pupils, personnel or facilities.
- Investigate rumors of potential violence; attempt to defuse potentially violent situations.
- Investigate suspicious people or activities.
- May escort non-students off campus.
- Contact and cooperate with local law enforcement agencies in the prevention, control and investigation of illegal activities.
- Prepare reports and other necessary documentation.
- Attend and participate in hearings and trials.
- Collect and document evidence.
- Assist in orienting District personnel regarding security measures.
- Communicate by radio.
- May transport students as required.
- Assist teachers with unruly students.
- Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

- City, County, State and District laws and regulations.
- Effective communication skills, both oral and written.
- Radio procedures.

Ability to:

- Interact and communicate with juveniles in a school setting.
- Establish and maintain effective public relations.
- Maintain self-control and an objective point of view during stressful and/or potentially violent or disruptive situations.
- Maintain order and control among students.
- Analyze problems and develop an effective course of action.
- Physical capability sufficient to perform job tasks.

Experience and Education

Any combination of education, training and experience equivalent to completion of the twelfth grade, preferably supplemented with college courses in police science. Must possess a basic Police Officer Standard and Training Certificate. Minimum of five (5) years experience with juvenile work preferred. An Associate in Arts degree or its equivalent may be substituted for two years of experience.

License or Certificate

Possession of a valid California Driver's License is required.

Board Approval 1-28-86