

STOCKTON UNIFIED SCHOOL DISTRICT

POLICE SERGEANT

DEFINITION

Plan, organize, direct, and review the activities of an assigned shift of police officers responsible for the protection of life and property within the District. Prepare special reports; perform special projects and tasks as assigned; and perform related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receive direction from Police Captain and/or Police Lieutenant, and exercise direct supervision over police officers (I, II, III), dispatchers, and assigned personnel such as campus safety assistants and campus security monitors. This position will be the final authority on an assigned shift in the absence of the Chief of Police, Police Captain, and/or Police Lieutenant.

REPRESENTATIVE DUTIES – *(Incumbents may perform any combination of the essential functions shown below (E). This description is not intended to be an exhaustive list of all duties, knowledge or abilities associated with this classification but, are intended to accurately reflect the principle job elements).*

Plan, organize, direct and review the activities of the police officers as assigned.

Direct and evaluate various operational functions to insure performance standards are met. **(E)**

Oversee and coordinate the flow of investigations and reports within the department as assigned. **(E)**

Maintain on-going liaison with local law enforcement agencies in the prevention, investigation and prosecution of illegal activities related to the District.

Patrol schools and other District sites to prevent and/or control incidents of violence or illegal activities. **(E)**

Directly supervises the most complex situations arising on a shift, and provides on-the-job training to subordinates. **(E)**

Oversee and participate in the investigation of suspicious activities, collects, documents and processes evidence related to criminal activity. **(E)**

Assist in orienting District personnel regarding protection of life and property.

Develops, coordinates and presents District Crime Prevention and Safety Programs. Work with community groups to provide a safe, orderly and secure academic learning environment. **(E)**

Supervise, train and evaluate assigned staff; maintains discipline and insures that department rules, regulations and policies are followed. **(E)**

Appear before committees, testify in court and represent the department before civic and professional groups and/or associations. **(E)**

Develops Police Department policies and procedures. **(E)**

Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Law enforcement, public safety and security methods; crowd and traffic control techniques used to maintain public safety
- Juvenile procedure, investigations and arrests
- General knowledge of applicable federal, state and local laws and the California Administrative and Education Codes; and personnel rules and procedures
- Principles and techniques of effective supervision and progressive discipline
- Effective communication skills, both oral and written

Ability to:

- Interact and communicate with juveniles and adults in an academic setting
- Analyze problems and develop an effective course of action
- Maintain self-control and an objective point of view during stressful and/or potentially violent or disruptive situations
- Establish and maintain effective public relations and cooperative working relationships
- Physical capability sufficient to perform job tasks
- Interpret and implement District's rules and regulations
- Organize and supervise the work of assigned personnel

Education and Experience:

Any combination of education, training and experience equivalent to:

- Graduation from high school supplemented by an associate degree
- Minimum of five (5) years of law enforcement experience, preferably within an academic environment and/or juvenile assignment.
- Bachelor of Art degree or its equivalent may be substituted for two (2) years of law enforcement experience

License or Certificates:

- A valid California driver's license is required
- A P.O.S.T. Intermediate, or the ability to obtain the intermediate certificate
- A P.O.S.T. Supervisor or the ability to obtain the supervisor's certificate
- Possession of a current CPR certificate and First Aid certificate

Special Requirements:

Must be a citizen of the United States or a permanent alien who has applied for citizenship. If selected for this position based upon performance in the selection process, external candidates must meet the CA POST requirements for employment, including successfully completing psychological testing, , a medical examination including a drug screen, a background investigation, and a personal interview with the Chief of Police.

WORKING CONDITIONS

Environment:

Indoor and outdoor environment
Driving a vehicle to conduct work
Seasonal heat and cold or adverse weather conditions

Physical Demands:

Employees in this position must possess/have the ability to:

- Sit for prolonged periods of time
- Stand/walk for extended periods of time, frequently over rough or uneven surfaces
- Run over rough or uneven surfaces for short periods of time

- Dexterity of hands and fingers to operate a computer keyboard and various police equipment
- Frequently lift/carry up to 10 lbs at waist height
- Occasionally lift/carry/drag up to 150 lbs for short distances
- Required to wear a safety vest, which weighs 5 lbs; and a waist belt weighing between 12-15 lbs
- Push/pull weights up to 200 lbs
- Reaching overhead, above the shoulders and horizontally
- Climbing stairs, fences, hills and other slopes
- Bend at the waist, kneel or crouch
- Occasionally required to exert significant physical force to subdue resisting individuals
- Hear sufficient to receive communications on radio and perform required duties
- Speak sufficient to give instructions/commands
- Visual acuity sufficient to perform required duties, and to maintain firearms qualifications
- Physical agility and stamina

Salary Placement:

Management

Range 32 (\$78,200 - \$95,054)

12-month work year

Personnel Sub Approval: 10/06/15

Board Approval: 10/13/15

2005

Revised 11/04/2010

Revised 09/24/2015