MANAGER OF PUBLIC SAFETY - TECHNOLOGY

Public Safety Department

Purpose:

The role of the Manager of Public Safety - Technology aids the Public Safety Administrator in overseeing a comprehensive safety and security program. This includes the deployment of necessary personnel to ensure the well-being of school district personnel and students within and around school district premises, as well as safeguarding district-owned property. The Manager of Public Safety – Technology will collaborate with the Public Safety Administrator and act as the district's intermediary with external law enforcement and emergency first responders. Additionally, responsibilities encompass contributing to safety and emergency preparedness initiatives across the district. Serving as a central point of coordination, the Manager of Public Safety – Technology will facilitate resource access and provide district-wide professional development and support.

Reports to: Public Safety Administrator

Nature & Scope:

The Manager of Public Safety – Technology plays an important leadership role within the Beaverton School District, functioning both as a supporter and manager of programs within the Department. Engaging in a collaborative leadership model, the incumbent holds substantial authority and accountability, guided by the Public Safety Administrator. The role involves overseeing programs and their respective staff, ensuring acceptance and adherence from employees across multiple sites who may not be direct reports. Acting as a resource, the incumbent assists staff, parents, and students with concerns related to safety, security, and threat management and assessment. Operating with guided independence, decisions made by the incumbent are backed by the Superintendent, aligned with District policies, labor agreements, state regulations, and federal statutes. With significant supervisory responsibilities, the Public Safety Manager is tasked with effectively running the programs.

Essential Job Functions:

1. Conduct oneself in the best interest of students, aligned with the highest traditions of public education and in support of the district's mission.
2. Foster a culture of learning, cultural responsiveness, and high expectations for every student and adult.
3. Engage stakeholders in developing, implementing, communicating, monitoring, and evaluating the school/District mission and vision.
4. Direct the planning, development, and implementation of a Districtwide safety and security strategy, incorporating available technologies, industry best practices, comprehensive personnel training, and collaborative relationships with outside agencies.
5. Ensure compliance with all statewide law enforcement-managed information systems related to the public safety office, including LEDS, NCIC, JJIS.
6. Maintain Districtwide records of security incidents and monitor community crime trends affecting school safety.

7. Develop and maintain a district-wide disaster plan, coordinating disaster preparedness exercises with outside emergency response agencies, and represent the district on city and county disaster teams.
8. Respond to district crisis situations, manage on-site crises, and provide after-hours responses.
9. Provide support to school and District administrators on security matters, addressing problems cooperatively and ensuring necessary follow-up after incidents.
10. Plan, implement, and supervise security and safety programs, ensuring alignment with instructional goals and elevated educational, professional, and ethical standards.
11. Define and integrate safety/security guidelines with key instructional objectives, policies, and regulations, and coordinate them with key operational programs.
12. Plan, budget, and supervise security and public safety activities.
13. Respond to police actions at Beaverton schools and coordinate responses, serving as the final decision maker on security alarm responses for all properties.
14. Assure the district's safety/security policies through surveys, inspections, and follow-up critiques.
15. Assist district departments with investigations upon request.
16. Assist in educating the community on safe practices for students at home and in school.
17. Advise on safety perspectives for plans for new buildings and remodels, ensuring the safest environments for staff and students.
18. Perform safety/wellness checks on students and staff when requested.
19. Engage in outreach to a diverse community, actively collaborating with parents, family, and the community.
20. Regularly conduct walk-through inspections to identify potential issues and promptly schedule services as needed, demonstrating a proactive commitment to maintaining the integrity of the security infrastructure.
21. Conduct periodic evaluations of District security systems, implementing improvements as necessary to enhance overall effectiveness.
22. Prepare and maintain a variety of records and reports related to security operations, incidents, personnel, equipment, emergency planning, and other assigned activities.
23. Model a growth mindset and demonstrate resilience.
24. Ensure equitable distribution of resources to meet the instructional needs of historically underrepresented groups.
25. Encourage multiple points of view to form solutions.
26. Respond positively and strategically to social, political, and legal factors influencing student success.
27. Demonstrate integrity, sound judgment, ethical, and professional behavior.
28. Maintain confidentiality in student and personnel matters.
29. Maintain effective communication and working relationships with staff, students, and parents, including those from diverse cultures or backgrounds who speak limited or no English.
30. Comply with all procedures outlined in the Code of Professional Conduct, Annual Notices for Education Practitioners, Teachers, Support Staff, Administrators, Substitutes Handbook, and all other Beaverton School District Policies and Procedures.

The statements contained above reflect general details as necessary to describe the principal functions of this job but should not be considered an all-inclusive listing of work requirements. Individuals may at times perform other duties as assigned which could include work in other functional areas to cover absences or relief, to equalize peak work periods or otherwise to balance the workload.

Required Qualifications:

1. Must possess a Bachelor’s degree or higher level of education.

2. Must hold or be eligible for Department of Public Safety Standards and Training (DPSST).
3. Must have at least four years' experience in a supervisory or leadership capacity.
4. Must possess excellent written and oral communication skills including the ability to communicate effectively with users with different areas and levels of technical expertise.
5. Must hold or be able to acquire a valid Oregon or Washington driver's license.
6. Must demonstrate knowledge of current principles and practices of instructional computing technology and digital tools and curriculum including Learning Management Systems and their applications in an education environment.
7. Must possess experience leading online tool and curriculum implementations.
8. Must skillfully conduct effective presentations to groups of individuals who possess a range of technology skills and abilities.

Working Conditions:

The Manager of Public Safety works primarily within an office building and frequently within school buildings, occasionally working outdoors in variable weather conditions, including inclement weather. The work environment may include exposure to unpleasant interior temperatures, dirt, and communicable diseases. The incumbent must be able to stand and/or walk for extended periods of time, walk quickly at times, and speak and hear in loud environments.

The position involves an elevated level of interaction with students and families from multiple and diverse backgrounds including many who have particular or unique needs. The mental demands for the Manager of Public Safety are considerable. The incumbent must maintain control under stress and must manage oneself in the presence of emotionally challenging interactions with staff, students, and parents.

Regular travel to the central office or other District sites will be required as well as occasional statewide travel. Attendance at meetings or activities outside of the normal workday will be required, including frequent, prolonged, and irregular hours including evening and weekend time.

Work Year: 260 Day Contract
Bargaining Unit: Non-Represented
FLSA Status: Exempt
Date Approved: February 2, 2024
Date Revised: January 2024

The Beaverton School District recognizes the diversity and worth of all individuals and groups. It is the policy of the Beaverton School District that there will be no discrimination or harassment of individuals or groups based on race, color, religion, gender, sexual orientation, gender identity, gender expression, national origin, marital status, age, veteran status, genetic information or disability in any educational programs, activities or employment.