JOB DESCRIPTION

TITLE: School Resource Office (SRO)

REPORTS TO: Head of School

SUMMARY OF POSITION
The SRO provides safety and security services to Sarasota Christian School and ensures a safe learning environment for its students, staff, and visitors, serving as a liaison between law enforcement and our school, its administration, faculty, parents, and students. The SRO develops and presents educational workshops/intervention programs to the student body and serves as a positive role model for the students.

Under the Head of School’s direction, the School Resource Officer is responsible for fulfilling the school’s mission of equipping students with a love for Christ, the passion to learn, the courage to lead, and the commitment to serve through this role with the duties and responsibilities described below.

ESSENTIAL JOB QUALIFICATIONS AND REQUIREMENTS

PERSONAL BELIEF & BEHAVIOR

- Must be a born-again Christian whose lifestyle and character demonstrate obedience to God and the Holy Scriptures and express agreement with the doctrinal viewpoints and Christian lifestyle requirements of the school.
- Must be able to serve as a positive Christian role model to others in the SCS school context.
- Must be able to accept and support the school’s doctrinal statement.
- Must have an understanding of and commitment to SCS’s educational objectives and philosophy of education.
- Must possess sufficient biblical knowledge that enables the employee to integrate Scripture into their job role and any courses taught, or activities, or sports employee may oversee.
- Must faithfully attend a local church whose fundamental beliefs are in agreement with the Statement of Faith and Doctrine of this school.
- Must affirm that working in this Christian school is consistent with his/her purpose and/or calling from God and to minister as an employee and role model at a Christian school and represents good stewardship of his/her time, talent, and professional abilities.
- Must enjoy working with young people.

PROFESSIONAL

- Bachelor’s degree preferred. Graduate degrees desirable.
- Must possess all licenses or certifications needed for performance of job duties.
- Must have excellent knowledge of one’s area of responsibility and/or subject matter; and be effective in teaching and maintaining an appropriate standard of conduct and discipline in all athletic, classroom, and school environments if overseeing such environments.
INDIVIDUAL KNOWLEDGE, SKILLS & ABILITIES

- Superior interpersonal relationship skills
- Possess physical stamina required to fulfill the professional obligations of the teaching profession or one’s job duties if role is outside the classroom.
- Proficiency in computer and technology applications necessary for this role and the teaching profession.
- Possesses strong oral and written communication skills, including ability to properly use the English language.
- Strong work ethic and self-motivated.
- Effective multi-tasking, troubleshooting, and time management skills.
- Flexibility and adaptability to schedule and other changes.
- Excellent judgment and discretion.
- Possess a working knowledge of the Bible and its application to programs and applicable subject matter areas.
- Be an enthusiastic follower of Jesus Christ.

FUNCTION AND DUTIES

Summary of areas of primary responsibility include, but are not limited to:

- Establish and maintain a close partnership with school administrators in order to provide a safe school environment.
- Assist school officials in enforcing Sarasota Christian School policies and procedures related to the student code of conduct.
- In collaboration with the Head of the School, assist school administrators in emergency crisis planning and building security and provides school personnel training to handle crisis situations.
- Recognize and prioritize crisis situations and respond appropriately.
- Patrols the campus during assigned shifts to provide a visual presence. Observes all activities involving students, facility, and traffic flow and utilizes operations to ensure all persons and property safety.
- Attends and participates in school functions and builds working relationships with the staff, students, and parent groups.
- Works in collaboration with the Head of School in investigation and follow-up activities associated with any school incident.
- Provides routine emergency assistance to students, employees or visitors.
- Develops, designs, and presents educational workshops/intervention programs to the student body (i.e. stranger danger, security awareness, internet safety).
- Assists in student conflict resolution efforts.
- Monitors school walkways, student café and drop-off/pick-up areas, traffic control

NOTE: Salary provided by Indeed is NOT supported by Sarasota Christian School.