

CAMPUS SUPERVISOR LEAD



Department

Public Safety Department

Purpose:

The Campus Supervisor Lead coordinates, directs, and implements daily safety operations across district schools by providing leadership, strategic guidance, and on-site support to campus supervisors. This role actively collaborates with building administrators, school staff, and law enforcement agencies to investigate incidents and criminal activity occurring on district-owned property. The Campus Supervisor Lead assesses safety threats, enforces district protocols, and ensures a consistent and effective response to behavioral and security concerns. Through planning, problem-solving, and real-time decision-making, this position strengthens the district's overall safety posture and helps maintain a secure, inclusive learning environment for all students and staff.

Reports to: Administrator of Public Safety

Nature & Scope:

The Campus Supervisor Lead serves as a key leadership presence in promoting a safe, welcoming, and inclusive environment at the middle or high school level. This position provides daily guidance, mentorship, and operational support to campus supervisors, ensuring the consistent application of safety protocols, behavioral intervention practices, and student engagement strategies. Operating within a framework grounded in equity, professionalism, and compassion, the Campus Supervisor Lead must demonstrate strong communication, leadership, and decision-making skills in dynamic school environments.

Although this position does not carry formal supervisory authority, the Campus Supervisor Lead plays a pivotal role in guiding, coordinating, and supporting campus supervision staff to foster a cohesive, communicative, and responsive safety environment. The incumbent assists in monitoring campus activity, identifying emerging safety concerns, and implementing proactive interventions. This role requires the ability to model effective practices, provide real-time direction, and reinforce consistent standards across the supervision team.

The Campus Supervisor Lead is expected to assist campus supervisors in handling more complex or sensitive situations, offering situational judgment, de-escalation strategies, and problem-solving support as needed. By assessing the nature and severity of incidents, the Lead helps determine appropriate responses and ensures alignment with district policies and protocols.

In addition, this position contributes to districtwide safety efforts by participating in safety planning, reviewing procedures, reporting incidents, and promoting adherence to safety standards. The incumbent also supports the recruitment, onboarding, training, and mentoring of new campus supervisors, helping them acclimate to responsibilities and develop the skills necessary to manage increasingly complex tasks with confidence and consistency.

Distinguishing Characteristics:

The Campus Supervisor Lead provides leadership, direction, and daily support to campus supervisors to ensure a safe, inclusive, and well-supervised school environment. While all campus supervisors share similar core responsibilities related to student safety, supervision, and engagement, the Campus Supervisor Lead is distinguished by their elevated role in coordination, oversight, and mentorship.

Essential Job Functions:

1. Conducts oneself in the best interests of students, in accordance with the highest traditions of public education and in support of the District's mission.
2. Monitors and provides on-site support to campus supervisors to ensure the consistent implementation of safety protocols and positive student engagement practices. Actively observes and oversees the day-to-day activities of campus supervisors, promoting a safe and secure school environment. The Campus Supervisor Lead is expected to be present in the field approximately 90% of the time, directly supporting campus supervisors and school communities.
3. Plans, coordinates, and actively participates in the daily safety and supervision activities of campus supervisors Districtwide. Provides ongoing guidance to ensure consistent implementation of supervision practices and supports the coordination of on-site responsibilities to maintain a safe and orderly school environment.
4. Collaborates regularly with school administrators to discuss, address, and problem-solve campus safety concerns, student supervision needs, and operational challenges related to maintaining a secure and supportive school environment.
5. Assumes a leadership role by providing guidance, direction, and hands-on support to campus supervisors, particularly in high-stakes, complex, or sensitive situations. When necessary, the Campus Supervisor Lead may take the lead on incidents or tasks that require elevated judgment, specialized intervention, or a higher level of coordination, ensuring appropriate resolution and alignment with district safety protocols.
6. Receives, documents, and reports information related to criminal activity or rumors that may threaten the safety and welfare of students and staff to designated school and district leaders. Collaborate with Campus Supervisors, department management, school administrators, and other stakeholders to address concerns, discuss issues, and develop recommendations on matters impacting campus safety and security.
7. Leads and conducts investigations into incidents involving criminal activity or serious safety concerns occurring on district-owned property. Works closely and collaboratively with law enforcement agencies to gather information, coordinate responses, and support ongoing investigations. When required, prepares and submits detailed, professional written summary reports that document investigative findings. These reports may be shared with law enforcement, attorneys, insurance providers, or other

relevant stakeholders as part of legal or administrative processes. Additionally, this role is responsible for the strategic assignment, deployment, and transportation of mobile video security trailers to district areas impacted by graffiti, vandalism, theft, or other identified safety threats, enhancing surveillance and deterrence efforts.

8. May assume campus supervisor responsibilities as needed to ensure consistent supervision, coverage, and the continued safety and security of the school environment.
9. Performs other related duties as assigned.
10. Complies with all procedures outlined in the *Code of Professional Conduct and 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.

Knowledge, Skills and Abilities:

1. Strong leadership and interpersonal skills with the ability to build trust, coach campus supervision staff, and foster positive, respectful relationships with students, staff, and community members from diverse backgrounds.
2. Demonstrated expertise in conflict resolution and restorative practices, with the ability to guide and support campus supervisors in equitably enforcing school rules and de-escalating student conflicts.
3. Thorough understanding of emergency response protocols, behavioral intervention strategies, and threat assessment procedures, with the capacity to lead, train, and collaborate in implementing these practices schoolwide.
4. Ability to exercise independent judgment and act as a liaison between campus supervisors, school administration, and district safety leadership while also working collaboratively within the school's leadership and student support teams.
5. Cultural competency and responsiveness, including the ability to support inclusive practices and equitable treatment of students from diverse racial, ethnic, linguistic, and socioeconomic backgrounds.
6. Proven ability to stay calm, professional, and solution-focused in high-pressure, crisis, or emotionally charged situations, while modeling appropriate responses for campus supervisors and students alike.

Required Qualifications:

Candidates should meet the following qualifications.

1. Must possess an associate degree; preferred that degree be in the field of education, counseling, social work, law enforcement, or a related field. Bachelor's degree preferred but not required.
2. A minimum of three (3) years of relevant experience in K-12 education, campus supervision, school safety, security, law enforcement, youth mentorship, or a related field is required.
3. In lieu of #1 and #2, must have a high school diploma or GED and five (5) years' experience necessary to provide the required knowledge and abilities to perform the job.
4. Must possess a current Department of Public Safety Standards and Training (DPSST) Unarmed Security License and an Executive and Supervisory Manager License or possess

the ability to obtain certification within 30 days after hire.

Working Conditions:

Work is primarily performed in a dynamic school environment, including both indoor and outdoor settings. The position requires frequent movement throughout the campus, standing for extended periods, and the ability to respond quickly to incidents or emergencies. The role involves regular exposure to a variety of weather conditions and active school environments. Occasional use of standard office equipment and computer systems is required for documentation, communication, and reporting purposes.

Work Year: 187-day (Campus Supervisor)

Bargaining Unit: OSEA

FLSA Status: Non-Exempt

Compensation: Support 17

Date Approved: July 9, 2025

Date Revised: July 14, 2025

Beaverton School District does not discriminate in any programs or activities on any basis protected by law, including but not limited to, an individual's actual or perceived race, color, religion, sex, sexual orientation, gender identity, gender expression, national or ethnic origin, marital status, age, mental or physical disability, pregnancy, familial status, economic status, veteran status, or because of a perceived or actual association with any other persons within these protected classes.