

TITLE: District Security

QUALIFICATIONS: Bachelor's degree, or relevant experience in law enforcement.
Minimum of 5 years' experience (within the last 10 years) in law enforcement, or similar experience, and in good standing.
Current or Retired police officer in good standing that is qualified under the Illinois Retired Officer Concealed Carry Act (IROCC).

REPORTS TO: Superintendent and Building Principals

JOB GOAL: Ensure the safety, security and welfare of all students, faculty staff and visitors to CCUSD#1.

PERFORMANCE RESPONSIBILITIES:

1. Develop positive relationships with students and the learning community.
2. Maintain order and prevent crime within the district.
3. Collaborate with local law enforcement personnel for the purpose of communicating and/or receiving information regarding situations that may affect safety within the school environment.
4. Investigate potential crimes and/or student related incidents for the purpose of resolving conflicts and referring to outside agency for resolution.
5. Patrol school facilities (e.g. grounds, roads, buildings, etc.) for the purpose of providing visibility, maintaining security, deterring crime, and stop violations of the school board policies.
6. Ensure reports are generated in a professional, timely, and complete manner.
7. Respond to emergency situations for the purpose of addressing immediate safety concerns.
8. Monitors camera system.
9. Notifies administration and staff, police, fire department, and/or other appropriate authorities of security or emergency situations.
10. Assists administrators and staff in crisis and emergency situations.
11. Assists with planning, coordinating, and working special events.
12. Assists with investigations as needed and assigned.
13. Works with local law enforcement agencies to conduct and participate in any and all trainings as determined appropriate.
14. Supervises and provides crowd control for student adult, and community events/activities to ensure compliance with school safety and security procedures and Board Policy.
15. Carry and use all security weapons, including firearm in accordance with District protocols.

16. Other duties as assigned by the administrative team.

TERMS OF EMPLOYMENT: 200 Day (8hours/day), opportunity for overtime

EVALUATION: Performance of the position will be ongoing by the Superintendent.