



What We Do Here Shapes the World

LOS FRESNOS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT

Job Title: Canine Handler/Technician

Wage/Hour Status: NONEXEMPT

Reports to: Chief of Police

Pay Grade: 6

Dept. /School: Police Department

Date Revised: August 2023

Primary Purpose:

Serve the advancement of the District's goal to provide a secure environment in which students are able to learn and staff is able to teach, free from the presence of illicit drugs.

Qualifications:

Education/Certification:

High school diploma or GED

Eligible to obtain a pertinent Certification, training, and experience in the handling and training of a drug detection canine.

Valid Texas driver's license

Special Knowledge/Skills:

General knowledge of investigations, report writing, and LFCISD's policies and procedures.

Good oral and written communication skills

Skilled in conflict mediation and the ability to present a calm, professional demeanor while under stress

Ability to work well with youth and adults

Experience:

2 years of experience working as a security guard preferred

Other:

This position will require that the assigned canine reside with the handler. It is strongly preferred that the applicant reside in a single family residence (house).

Major Responsibilities and Duties:

Law Enforcement

1. Work closely with students as well as campus and administration officials to develop an environment in which students and staff feel safe and secure.
2. Contraband interdictions, which will occur in the form of on-site inspections to detect the presence of narcotics.



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3. Searches of vehicles, lockers and containers when authorized by law.
4. Care and security of assigned detection canine during on and off – duty hours. Assigned canine will reside at the handler’s home.
5. Work with District staff and law enforcement personnel in dealing with non-narcotic and narcotic criminal violations as well as in the development of anti-drug programs and initiatives.
6. Write/Prepare effective incident reports and records relating to assignment.
7. Conduct identifying field tests on any suspected drug.
8. Relate to and deal with offenders in an educational setting. Work closely with and provide support to campus principals
9. Conduct demonstrations regarding LFCISD interdiction programs for staff and students
10. Attend special meetings of parents and other groups to make presentations concerning district efforts to achieve stated goals or to answer questions concerning specific events occurring with the district
11. Follow all rules, regulations and policies of LFCISD and follow directives from Chief of Police or designee
12. Perform other functions that may be assigned by the Chief of Police or designee
13. Follow attendance policy as assigned by Chief of Police or designee
14. Testify in court as needed.

Consultation

15. Work cooperatively with other law enforcement agencies to share information and provide other assistance.

Safety

16. Help provide traffic control at athletic events, school closings or openings, or at any other time.
17. Provide protection to or escort district personnel as needed.
18. Operate all equipment according to established safety procedures.



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Administration

19. Compile, maintain, and file all physical and computerized reports, records, and documents required, including affidavits for arrest, incident reports, and activity reports.

Other

20. Perform other duties as assigned by Chief of Police or designee.

Supervisory Responsibilities:

None.

Equipment Used:

District vehicle, firearm, handcuffs, alarm system, fire extinguisher, security equipment, personal computer, typewriter, and copier.

Working Conditions:

Mental Demands/Physical Demands/Environmental Factors:

Maintain emotional control under stress. Strenuous walking, standing, stooping, bending, kneeling, pushing and pulling, occasional lifting of up to 50 pounds, and climbing; ability to operate a motor vehicle; specific hearing and visual requirements; ability to control sudden violent or extreme physical acts of others and exhibit rapid mental and muscular coordination simultaneously. May be subject to adverse and hazardous working conditions. Work outdoors in varying climate conditions; drive in all different areas of district at odd hours. Ability to communicate effectively (both verbally and in writing); interpret policy, procedures, and other data; coordinate district functions.

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Employee Name/Signature: _____

Date: _____