



SCHOOL RESOURCE OFFICER / CAMPUS ENFORCEMENT OFFICER

QUALIFICATIONS: Any combination of education and experience providing the required skills and knowledge for successful performance would be qualifying. Typical qualifications would be equivalent to:

1. Three years of certified law enforcement experience.
2. At least 23 years of age.
3. Commissioned by a local law enforcement agency that has law enforcement authority

Education / Certification / Training

1. Possession of a current Law Enforcement Police Officer Certificate.
2. High School Diploma or GED.
3. Complete a 40-hour School Resource Officer Basic Course, as approved by the Mississippi Department of Education, within 2 years of hire.

REPORTS TO: Chief of Meridian Public School District Police Department

JOB GOAL: The CEO and SRO shall be responsible for the protection and control of the school, students, staff, visitors, and anyone legally or illegally entering the premises of a Meridian Public School District property, in an effort to create an environment conducive to learning. The CEO and SRO shall operate within the scope of the law as set forth by the Mississippi Code and Constitution. The CEO and SRO shall refrain from operating in any manner outside the scope of their expertise and in violation of any state or federal laws or city ordinances.

TYPICAL DUTIES AND RESPONSIBILITIES: Such duties and responsibilities may be assigned, including but not limited to:

1. The CEO and SRO are commissioned by the school district and have Law Enforcement authority under MS Code 37-7-321 and have authority to carry a weapon.
2. Promotes safety in and around the school by addressing crime and fear of crime.
3. Investigates crimes and/or allegations of crimes on the school campus.
4. Patrols as directed, all areas of school facilities on a consistent basis to prevent theft, vandalism, and illegal entry, illegal parking, traffic control, as well as the entry of unauthorized vehicles.
5. Conducts school safety assessments.
6. Teaches character education courses (e.g., DARE / GREAT)



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7. Resource to teachers (constitutional law, career day, and true purpose of law enforcement).
8. Liaison for other emergency response agencies (guest speakers).
9. Builds relationships.
10. Additional “listening” resource.
11. May serve as a mediator for disclosing tough topics to parents or guardians.
12. Reinforces positive behaviors.
13. Connects youth with needed services.
14. Develops and implements *Comprehensive Safety Plans* or strategies, in coordination with school administrators and local first responders.
15. Serves as crisis incident manager.
16. May serve as a coordinator for school emergency management tabletops.
17. The SRO’s and CEO’s primary responsibility is to partner with administrators to ensure and maintain a safe and orderly campus that promotes learning.
18. The SRO and CEO is not responsible for administering discipline or making disciplinary decisions at the school.
19. The SRO and CEO should not monitor classes.
20. The SRO and CEO should not handle classroom management.
21. The SRO and CEO **shall not** conduct a search without probable cause or a warrant, as they are a sworn law enforcement officer. **(SROs Shall Not request a search)**
22. The SRO and CEO may manage major incidents involving life and/or safety.
23. The SRO and CEO may be used as a deterrent, however shall not be used for intimidation.
24. Be visible: walk the grounds.
25. Talk to the students.
26. Talk to staff, parents, and guests.
27. Be unpredictable: have no set pattern of patrol.
28. Document all incidents of service.
29. Report and document security and maintenance issues.
30. A protector.
31. A listener.
32. A positive role model and mentor.



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33. Help with interventions.
34. Teach field related educational blocks.
35. Help to establish rapport and relationships.
36. Act as a liaison between law enforcement, students, staff, parents, and community.
37. Performs other related tasks as assigned by Chief of Campus Police/Security.
38. Demonstrates prompt and regular attendance.
- 39.** Supports the Meridian Public School District Mission, Vision, and Strategic Plan.

TERMS OF EMPLOYMENT: Salary based on SRO pay schedule, reporting eight hours per day for 235 days per year.

EVALUATION: Annually