

Job Opportunity

Special Law Enforcement Officer

Starting Salary: \$85,000 Application Deadline: December 2, 2016

Vineland Public Schools

Personnel Department 856-794-6700, ext. 2119

Apply online at: www.applitrack.com/vineland/onlineapp

Candidates are responsible for the content of their AppliTrack screens. *Applicants must submit all documentation online including cover letter, resume, copies of certifications, and three recent letters of reference. We do not accept paper. All documentation must be received for consideration. Attendance and performance evaluation considered for internal applicants. The successful candidate is required to reside in New Jersey within one year of employment.*

Duties

Reports to the Assistant Superintendent for Administration or her/his designee; recruits, trains, assigns and evaluates guards and armed security officers; coordinates district-wide building safety and law enforcement; develops and implements appropriate policies, procedures and plans to ensure safe and secure school facilities; works in cooperation with the Superintendent and School Board to conduct internal investigations and refer incidents to appropriate agencies; develops, coordinates and assumes all responsibility for implementation of district security plan; evaluates district security continually and recommends changes as necessary; prepares and develops written reports including incidents, plans, and protocols; recommends security-related policies and regulations to the Superintendent and/or Board of Education; prepares and administers Security Department budget; evaluates and recommends security equipment; serves as district liaison to Vineland Police Department and other agencies; detains unauthorized persons; calls for police assistance in accordance with the security/crisis management plan; notifies police, fire department, or other appropriate authority of any situation requiring immediate attention; serves as a communication link between units responding to school property crisis and school staff; prepares and maintains reports on fire and security drills; identifies and arranges professional development activities; advises school administrators on security measures and conducts in-services programs for school personnel; oversees scheduling of security personnel; maintains professional competency through participation in seminars and other appropriate activities; responds to school facilities for evening or weekend burglar or fire alarms; performs related duties as assigned.

Requirements

Bachelor's degree from an accredited college or university or equivalent experience. Ten years as a law enforcement officer including five years in a supervisory position. Current eligibility to meet all legal criteria to carry a firearm in New Jersey. Successful completion of all training (or equivalent) deemed appropriate by the Civil Service Commission. Ability to work a flexible schedule. Strong interpersonal communication skills. Computer literacy. Physical fitness necessary to fulfill job functions and responsibilities. Military training and experience preferred. Valid N.J. driver's license.

The district is an equal opportunity/non-discrimination employer which has adopted policies seeking equal opportunity for all persons desiring employment regardless of race, color, creed, religion, sex, disability, national origin, social/economic status or sexual orientation. The district believes that all employees are entitled to work in an environment free from discrimination and harassment.