

**School Resource Officer, (SRO) reports to Uniform Lieutenant
EMPLOYEE STATUS – Salary Non-Exempt**

1. General Duties:

- a) The position of School Resource Officer provides a liaison between the school within the town of Richlands and the town police. The SRO will initiate more positive contact between police and the youth of our community. Positive contact will create a higher trust between the two and help insure greater channels of communication.
- b) The SRO officer will help fulfill the goal of the Virginia General Assembly, that a legal education curriculum be developed and implemented within the public school system. The SRO will provide knowledge and experience of their work as a police officer, as well as, enforce laws to help maintain a safe learning environment.

2. Specific Duties and Responsibilities:

- a) Enforce state and local laws and ordinances.
- b) Abides by the Police code of Ethics.
- c) Coordinates all law enforcement response/services at his/her assigned school(s).
- d) To educate young people concerning the operation of the criminal justice system, law enforcement, and public safety.
- e) To enhance the community awareness of crime prevention through interaction between police, school and citizens.
- f) To provide education that will enable students to make responsible decisions concerning drug abuse.
- g) Participate in classroom activities as requested by the teaching faculty and approved by the principal.
- h) Attends and participates in after school functions, including staff meetings, athletic contests, and other performing activities.
- i) Provide monthly briefings of activities and involvement at the school.
- j) File complete reports in a timely manner on any criminal activities, investigation, or other important information. Investigate traffic issues on school property and provide follow up investigations.
- k) Obtain warrants and or petitions for incidents that occur on school property.

3. Knowledge, Skills, and Abilities: Some knowledge of the philosophy, objectives, and methods of counseling, mediation, and community organizing; some knowledge of the fundamental principles of adolescent psychology; knowledge of police investigative techniques; general knowledge of rules of evidence and laws of search and seizure and interrogation; ability to analyze evidence; ability to

question and interview skillfully; ability to organize and prepare clear and concise oral and written reports; skill in the use of firearms and police equipment; possession of physical ability and endurance; ability to establish effective working relationships with juveniles, parents, school officials, fellow workers, and the public; of good moral character.

4. **Education and Experience:** Applicants **shall** have a high school diploma or equivalency certificate (such as a G.E.D.); college training preferred. Applicant must possess a high degree of moral character and ethics, the ability to relate to young people and adults easily. Must exhibit the ability to work with minimum supervision. Possess good public speaking and time management skills. Possess a DCJS law enforcement certificate with a minimum of three (3) years of experience. The applicant must possess a high degree of self-motivation.