



PINELLAS COUNTY SCHOOL DISTRICT, FLORIDA

PCSB: 0167
Pay Grade: C07

FLSA: Exempt
Admin

POLICE MAJOR
REPORTS TO: Chief of Schools Police
SUPERVISES: Police Officers
QUALIFICATIONS: Completion of two (2) years of college or graduation from the FBI National Academy or a nationally accredited police institute, supplemented by training in police science and administration. Plus Three (3) years supervisory and two (2) years command level experience in police work. Other requirements as stated by Florida Criminal Standards & Training Commission or any equivalent combination of law enforcement training and experience.
PREFERRED: Bachelor's degree in Criminal Justice, Criminology, or a related field, as well as experience in school safety, to include School Resource Officer Programs.
MAJOR FUNCTION
This is administrative public safety work within the School District directing the School Police Department. Plans, directs and controls patrol, criminal investigation and related services and activities and supervises the training, assignment and discipline of all department members. Consults with the Chief of Schools Police concerning plans and policies to be observed in Schools Police operations.
ESSENTIAL RESPONSIBILITIES
<ul style="list-style-type: none"> • In consultation with the Chief of Schools Police and with the assistance of subordinate officers, assists in formulating departmental policies, work methods and procedures; appraises conditions of work in the department and takes necessary steps to improve Schools Police operations. • Assists the Chief of Schools Police with the control and the expenditures of departmental appropriations. • Assists the Chief of Schools Police to plan and supervise the execution of Schools Police training and School Security Officer programs; cooperates with municipal, county, state and federal officers when their activities and the activities of the Schools Police Department are mutually involved. • Serves as the liaison between Schools Police and outside agencies responsible for the hiring, training, and oversight of the School Security Officer program. • Responsible for the oversight of the School Security Officer program. • Works in concert with the School Safety Administrator to plan, coordinate, and review all site based active assailant drills. • Applies knowledge of the principles and accepted practices and procedures of police science, administration, organization and operations. • Applies knowledge of the applicable municipal, county, state and federal laws to be enforced and the use of police records and their application to the solution of police problems. • Applies skill in the use and care of firearms and motor vehicles. • Leads, assigns, directs, and supervises the work of subordinate officers. Serves in the capacity of Chief of Schools Police in the absence of the Chief. • Establishes and maintains effective working relationships with school administrators and the public. • Enforces laws, ordinances and regulations with firmness, tact and impartiality. • Communicates clearly and concisely both orally and in writing. • Performs related work as required.

Police Major

TERMS OF EMPLOYMENT

Salary and benefits shall be paid consistent with the district's approved compensation plan. Length of the work year and hours of employment shall be established by the District.

Performance of the job will be evaluated in accordance with provisions of the School Board's policy on evaluation of personnel.

The above statements are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities and duties required of those in this classification.

HISTORY OF JOB CLASSIFICATION

ISSUED: 01/04/19 LM; BOARD APPROVED: 01/29/19

Police Major

<u>WORKING CONDITIONS & PHYSICAL EFFORT:</u>	Seldom Or Never	Monthly	Weekly	Daily	Hourly
1. Lift objects weighing up to 20 pounds			X		
2. Lift objects weighing 21 to 50 pounds			X		
3. Lift objects weighing 51 to 100 pounds	X				
4. Lift objects weighing more than 100 pounds	X				
5. Carry objects weighing up to 20 pounds			X		
6. Carry objects weighing 21 to 50 pounds	X				
7. Carry objects weighing 51 to 100 pounds	X				
8. Carry objects weighing 100 pounds or more	X				
9. Standing up to one hour at a time				X	
10. Standing up to two hours at a time				X	
11. Standing for more than two hours at a time		X			
12. Stooping and bending			X		
13. Ability to reach and grasp objects					X
14. Manual dexterity or fine motor skills					X
15. Color vision, the ability to identify and distinguish colors					X
16. Ability to communicate orally					X
17. Ability to hear					X
18. Pushing or pulling carts or other such objects	X				
19. Proofreading and checking documents for accuracy					X
20. Using a keyboard to enter and transform words or data					X
21. Using a video display terminal					X
22. Working in a normal office environment with few physical discomforts					X
23. Working in an area that is somewhat uncomfortable due to drafts, noise, temperature variation, or other conditions			X		
24. Working in an area that is very uncomfortable due to extreme temperature, noise levels, or other conditions		X			
25. Working with equipment or performing procedures where carelessness would probably result in minor cuts, bruises or muscle pulls		X			
26. Operating automobile, vehicle, or van					X
27. Other physical, mental or visual ability required by the job					X

Police Major - Admin