

**LAKE CENTRAL SCHOOL CORPORATION**  
8260 Wicker Avenue, St. John, IN 46373 (Ph: 219-365-8507)

**June 25, 2014**

**Resource Officer/Police Officer – Lake Central School Corporation**

**I. Summary:** The resource officer/police officer for the Lake Central School Corporation will maintain positive working relationships between police, school administration, educators, service agencies, parents, and students. The goal of this position is to maintain a safe, secure environment, free of violence and fear, which will allow the educational process to occur in a natural and uninhibited manner.

**II. Certification:**

- Police academy training or basic training with accredited police organization preferred
- Experience with incident command and crisis intervention preferred
- Law enforcement and/or military experience as a patrol officer required

**III. Desired Qualifications:**

- Ability to engage community, students, and staff with positive, proactive demeanor (approachable)
- Ability to process data and complete duty reports that facilitate the needs of the corporation
- Ability to work independently or as a member of a team
- Ability to collaborate with students, staff, parents and community to achieve corporation goals
- Ability to communicate with local law enforcement officials to enhance safety and security
- Exercises integrity and accountability

**IV. Required Duties:**

- Work collaboratively with the Lake Central School Resource Officer
- Visitation monthly to each building
- Engage students at all Lake Central buildings by developing a calendar of monthly visitations to each building
- Assist the administration with the implementation of prevention programs that deter youth from involvement in criminal acts, alcohol use, drug use, and gang involvement
- Assist in the preparation and presentation of educational programs concerning legal and ethical issues that can be addressed in a classroom setting
- Serve to assist students with personal problems in order to deter delinquent behavior by engaging with crisis intervention, or confidential reporting of crimes
- Exemplify law enforcement role in society by fostering relationships with students, school personnel, and community members based on mutual respect and trust
- Assist in protecting the school community from violations of the law including, but not limited to the following: theft, vandalism, loitering, trespassing, assault, drug and alcohol offenses, and gang activities
- Initiate police reports and investigate reported criminal matters
- Assist with reporting truancy problems and with the developing of interventions
- Assist school officials and family members with locating missing/runaway youth
- Meet regularly with school officials to review the needs of students and the school community
- Maintain active involvement in the students assistance programs related to prevention and rehabilitation activities
- Attend and supervise school functions that require police presence as authorized (e.g.: parent/community meetings, extracurricular events, athletic events)
- Daily monitoring of school community campuses, including building, grounds, and cafeteria spaces
- Assist in the planning and implementation of school lockdown, safety, and evacuation drills
- Daily supervision of parking traffic, arrival and dismissal, and lunch rooms

**V. Salary:** Range \$36,000 - \$40,000 – (182 days) – Additional benefits to be discussed

**VI. Method of Application:** Apply online at [www.lcsc.us](http://www.lcsc.us). Go to Job Opportunities>Resource Officer #7

**Please direct any questions to:** Al Gandolfi, Assistant Superintendent, 8260 Wicker Avenue, St. John, IN 46373, Phone 219-365-8507, [agandolf@lcscmail.com](mailto:agandolf@lcscmail.com)

**VII. Deadline for application: July 11, 2014**

Lake Central School Corporation is an equal opportunity employer which does not discriminate on the basis of race, religion, color, national origin, gender, disability, age, marital status, genetic information or any other legally protected characteristic. Candidates will be screened, interviewed and employed on the basis of personal and professional qualifications and, where applicable, certifiable training, commensurate with the position. Offers of employment are contingent upon the results of personal background checks pursuant to Board Policy.