



The City of Georgetown is currently accepting applications for a School Resource Officer. Applicants must be a RETIRED certified police officer by the Kentucky Peace Officers Professional Standards. Applications must be completed online at <https://www.georgetownky.gov/2160/Apply-for-a-Job>. Resumes will not be accepted unless attached to a completed application. The application period closes at 4:00 pm on Wednesday, September 20, 2023.

School Resource Officer

Equal Opportunity Employer

Drug Free Workplace

Applicants have rights under Federal Employment Laws. See links

below. [Family Medical Leave Act](#)

[Equal Employment Opportunity](#)

[Equal Employment Opportunity Supplement](#)

[Employee Polygraph Protection Act](#)

GENERAL DUTIES AND RESPONSIBILITIES:

Essential: Patrols an assigned elementary, middle and/or high school property in the Scott County School District. Assists school personnel to prevent or respond to student unrest that poses a danger to the students or others. Make referrals to community agencies that aid youth and their families, such as mental health clinics and drug treatment centers. Assists the principal in developing plans and strategies to prevent and/or minimize dangerous situations that may result from student unrest. Exercise discretion as a sworn peace officer and take law enforcement action, as necessary. Takes appropriate law enforcement action to protect against intruders and unwanted guests who may appear at the school and related school functions. Participates in school functions or meetings to help maintain safety and security. Provides testimony at expulsion hearings or other law enforcement proceedings when requested. May coordinate, develop, and present training on various topics to the school staff and students. If working at a middle or high school, will be expected to work at some sporting events. If working at an elementary school, will be expected to work at some events (i.e. festivals).



Non-essential : None.

MINIMUM QUALIFICATIONS/REQUIREMENTS :

Training and/or Experience: Graduation from high school or equivalent (G.E.D.) and certified by Kentucky Peace Officers Professional Standards.

SPECIAL KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge: Knowledge of federal, state, and local laws, administrative regulations and ordinances. Knowledge of modern police principles, practices and methods. Knowledge of Scott County School properties.

Skills: Skill in the use of firearms.

Abilities: Ability to remain calm in emergency situations and make accurate decisions after considering the conditions. Ability to prepare accurate reports. Ability to establish and maintain effective working relationships with City officers and employees, Scott County Schools employees and students, and the general public.

SPECIAL LICENSING REQUIREMENTS: Valid Kentucky driver's license required.

ADDITIONAL REQUIREMENTS: See KRS 95. for requirements in addition to those listed below:

Training: Must have completed the required basic training, and must complete required annual training.

Availability: Must be able to work irregular shifts. Must be able to respond to calls in emergency situations at all hours.

Instructions: Very general.

Processes: Frequently refine existing methods and develop new techniques, concepts, or programs within established limits.

Review of Work: Most completed work reviewed by supervisor.

Analytical Requirements: Decisions based on wide knowledge and application of advanced techniques/concepts are required.

Public/Internal Contact: Public 90%; internal 10%.

Mental Effort: Moderate to heavy.

Interruptions: Constant.



Work Environment: Inside and outside.

Physical Demands:

Lifting: Must be able to physically restrain individuals when required. Must be able to lift fifty pounds or more on occasion. Requires stooping, bending, crawling, walking, running, climbing, etc.

Use of Equipment: Vehicle, firearms, telephone, office equipment for preparing reports, etc.

Vehicle Operations: Must operate automobile in emergency situations.

Drug Free Workplace Policy: All employees of the City shall be and remain drug and alcohol free at all times when working for the City, or engage in activity to that work.

