

Sunflower County Consolidated School District

Mrs. Miskia Davis, Superintendent

"United For Excellence"



Job Description

TITLE: School Safety Officer

QUALIFICATIONS:

- High school diploma
- Such alternatives to the above qualifications as the Board may find appropriate and acceptable to perform this job successfully
- Good physical condition with the ability to lift 10 pounds

JOB GOAL: To assist in providing a safe and secure school environment that is conducive to learning

REPORTS TO: Principal, District Safety Officer and Director of Operations

SUPERVISES: N/A

PERFORMANCE RESPONSIBILITIES:

- Monitor the halls during class changing to ensure that students are in their classes
- Monitor the cafeteria during lunch time
- Patrol the campus to report students skipping class
- Assist the resource officer in providing training for teachers
- Provide security at extra-curricular activities
- Assist the resource officer in monitoring the school's safety plans.
- Assist the resource officer in conducting school's safety drills
- Perform such other tasks and assumes such other responsibilities as requested by his/her supervisor(s)

TERMS OF EMPLOYMENT: Salary and work year established by SCCSD School Board.

EVALUATION: Performance of this job will be evaluated bi-annually by the Superintendent.

Approved by: SCCSD School Board Date: _____

Reviewed and agreed to by: _____ Date: _____
(Employee)

_____ Date: _____
(Supervisor)