

**Open Position  
Jasper ISD / City of Jasper  
School Resource Officer**

Candidate is under direct supervision of the Chief of Police and the Superintendent of Jasper Independent School District. Responsible for providing security and educational and counseling services to students and faculty for assigned schools in the City of Jasper. Patrols district property to protect all students, personnel, and visitors from physical harm and prevent property loss due to theft or vandalism. Enforces all laws including municipal ordinances, county ordinances, and state laws. Requires a High School diploma or GED, valid Texas Driver's license, and current Texas Peace Officer License. Must have ability to pass physical, psychiatric, and drug tests; ability to work well with youth and adults. Must be bonded as required by Texas Education Code 37.081 (h)

Starting Salary: DOE

Position Posted: July 29, 2022

Deadline for Applications: Until Filled

**All Applicants must complete a City of Jasper and a TCOLE Application** with copies of photo driver's license, officer certifications and diplomas. Successful applicants will complete an oral review by a screening board.

**City of Jasper  
465 S. Main Street  
Jasper, Texas 75951  
Judy Wilson  
Director of Human Resources  
409-383-6109  
e-mail: [judy.wilson@jaspertx.org](mailto:judy.wilson@jaspertx.org)**

**The City of Jasper is an Equal Opportunity Employer M/F/V/D**

<b>JOB TITLE:</b>	<b>School Resource Officer</b>	<b>W/C</b>	<b>7720</b>
<b>DEPARTMENT:</b>	<b>Jasper Police Department/ Jasper ISD</b>	<b>SIC</b>	<b>9221</b>
<b>STATUS:</b>	<b>Hourly</b>	<b>PAY GROUP</b>	<b>P3P</b>

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**JOB SUMMARY:**

The position reports to the Lieutenant and the Superintendent of Schools jointly

**Dept. / Schools:** Assigned Campuses

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**Primary Purpose:**

Under direct supervision of the Lieutenant, is responsible for providing security and educational and counseling services to students and faculty for assigned schools in the City of Jasper. Patrols district property to protect all students, personnel, and visitors from physical harm and prevent property loss due to theft of vandalism. Enforces all laws including municipal ordinances, county ordinances, and state laws.

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**Qualifications:**

**Education / Certification:**

- High School diploma or GED
- Texas Peace Officer License issued by Texas Commission of Law Enforcement (TCOLE)
- Valid Texas driver's license
- Must pass polygraph examination and thorough background check

**Special Knowledge / Skills:**

- General knowledge of criminal investigation, police report writing, and criminal laws
- Training and ability to subdue offenders, including use of firearms and handcuffs
- Bonded as required by Texas Education Code 37.081 (h) Ability to pass required physical, psychiatric, and drug tests.
- Ability to work well with youth and adults

**Experience:**

- Background in law enforcement or related work experience
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**Major Responsibilities and Duties:**

**Law Enforcement**

- Patrol assigned campus(es) and routes walking or driving within district jurisdiction.
- Respond to all calls from campuses concerning crisis situations, accidents, and reports of crime.
- Investigate all criminal offenses that occur within district's jurisdiction.
- Collect and preserve evidence for criminal investigations including witness statements and physical evidence.
- Arrest perpetrators, file appropriate charges, and ensure placement in jail or juvenile detentions centers for law violations as necessary.
- Write effective legal incident reports.
- Testify in court as needed.
- Enforce federal, state and local ordinances and laws
- Develop and implement instruction for the purpose of imparting information and raising awareness of drug abuse education, personal safety, and related crime prevention topics.
- Participate in special programs for community interest, parent, and civic groups.
- Provides information to the public, victims, witnesses, and relatives concerning available services in the community.
- Develops and implements crime prevention programs in assigned schools
- Provides counseling to parents and/or students concerning family issues and the law.
- Responds to assaults on teachers and students, and to student weapons violations, drug and alcohol violations and trespassing violations on school campuses.
- Organizes and coordinates school Crime Stoppers program.

- Interviews witnesses, victims, suspects, students, and faculty to obtain pertinent information concerning accidents/crimes.
  - Transport students in the event of emergency, or as needed, for arrests, investigations, etc.
  - Maintain open communication with students during and after program implementation
  - Performs all the essential duties of a City of Jasper Police Officer during summer breaks, holidays periods or as directed.
  - Attends in-service training as directed to maintain current knowledge of changes in laws, new methods of enforcement, and other trends and developments in law enforcement.
  - Cleans and properly maintains assigned vehicle and equipment.
  - Performs related work as directed.
  - Works cooperatively with other police agencies to share information and provide other assistance
  - Help provide traffic control at athletic events, school closing or openings, or at any other time.
  - Provide protection to or escort district personnel as needed.
  - Operate all equipment including firearms according to established safety procedures.
  - Compile, maintain, and file all physical and computerized reports, records, and documents required, including affidavits for arrest, incident reports, and activity reports.
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**Equipment Used:**

City of Jasper vehicle, firearm, handcuffs, alarms system, fire extinguisher, security equipment, personal computer, typewriter, and copier.

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**Working conditions:**

**Mental Demands / Physical Demands / Environmental Factors:**

Maintain emotional control under stress. Strenuous walking, standing, and climbing; ability to operate a motor vehicle; specific hearing and visual requirements; ability to control sudden violent or extreme physical acts of others and exhibit rapid mental and muscular coordination simultaneously. May be subject to adverse and hazardous working conditions including violent and armed confrontations. Work outdoors in varying climate conditions; drive in all different areas of district at odd hours; on call 24 hours a day.