



**PHOENIX POLICE DEPARTMENT
SRO LATERAL POLICE OFFICER
JOB ANNOUNCEMENT AND RECRUITMENT**



**For Full Consideration, First Review of Applicants will be
November 30, 2023
Position will remain open until filled.**

Compensation: This is only a highlighted list, other benefits are included:

\$4185.00 - \$5342.00 per month (plus up to 10% education/certification incentive)
PERS retirement (Employees 6% contribution currently paid by the city)
Medical, Dental, and Vision for employee and family (90% paid by the city)
HRA VEBA account
Voluntary 457 deferred compensation accounts
This is a union represented position

JOB DUTIES AND REQUIREMENTS:

Definition: Under general supervision to serve as a sworn police officer to patrol streets and highways of the city, enforce laws, investigate crimes, and to perform related work as required.

The Purpose of the School Resource Officer (**SRO**) Program is to:

- Provide a safe learning environment and help reduce school violence;
- Improve school-law enforcement collaboration on issues impacting students, staff and the local community;
- Improve the perceptions and relations between students, school faculty, parents and law enforcement officials; and,
- Provide a resource for students, school faculty, parents, law enforcement and other governmental agencies.

ESSENTIAL JOB FUNCTIONS:

- Enforces criminal, traffic, park laws in accordance with state law and city ordinances.
- Responds to calls for service in accordance with department policies, assesses and controls situations, secures the scene, determines what additional resources are needed, and reestablishes normal functions.
- Arrests individuals, forcibly if necessary, using handcuffs and other restraints. Subdues resisting suspects using maneuvers, chemical agents and weapons and resorts to the use of hands and feet and other approved weapons in self defense.
- Operates law enforcement vehicles during both the day and night; in emergency situations involving speeds in excess of posted limits, in congested traffic and in unsafe road conditions caused by factors such as fog, smoke, rain, ice, and snow.
- Provides traffic enforcement and control, motorist assistance, crowd control, and assistance to disabled persons. Conducts welfare checks, makes death notifications, and serves and enforces court orders and civil processes.
- Performs searches of people, vehicles, buildings and large outdoor areas which may involve feeling and detecting objects, walking for long periods of time, detaining people and stopping suspicious vehicles and persons.

- Exercises independent judgment in determining when there is reasonable suspicion to detain, when probable cause exists to search and arrest and when force may be used and to what degree.
- Engages in law enforcement patrol functions that include such things as working rotating shifts, walking on foot patrol and physically checking doors and windows to ensure they are secure. Provides visible patrol presence allowing for public access and for crime detection and deterrence.
- Pursues fleeing suspects and performs rescue operations which may involve quickly entering and exiting law enforcement patrol vehicles; lifting, carrying and dragging heavy objects; climbing over and pulling up oneself over obstacles; climbing through openings; jumping over obstacles, ditches and streams; crawling in confined areas; balancing on uneven surfaces and using body force to gain entrance through barriers.
- Performs rescue functions at accidents, emergencies and disasters to include directing traffic and standing for long periods of time, administering emergency medical aid, lifting, dragging and carrying people away from dangerous situations and securing and evacuating people from unsafe areas. May encounter situations that involve hazardous materials, body fluids, communicable diseases, seriously injured persons with traumatic injuries and/or deceased persons.
- Loads, unloads, aims and fires handguns, rifles and other agency firearms from a variety of body positions and under conditions of stress that justify the use of deadly force and at levels of proficiency prescribed in department standards.
- Gathers information in criminal investigations by interviewing and obtaining the statements of victims, witnesses, suspects, and confidential informers. Prepares investigative and other reports, including sketches and photographs, using appropriate grammar, symbols and mathematical computations and distributes according to policy.
- Detects, collects and processes evidence and substances that provide the basis of criminal offenses and infractions and that indicate the presence of dangerous conditions.
- Assimilates information to obtain a search warrant or arrest warrant and executes warrant.
- Reads, comprehends, and complies with or enforces legal and non-legal documents, including the preparation and processing of such documents as citations, affidavits and warrants, department policies and procedures, and labor agreements.
- Processes and transports prisoners, detoxification holds and committed mental patients using handcuffs and other appropriate restraints.
- Extinguishes small fires by using a fire extinguisher and other appropriate means.
- Communicates effectively and coherently over law enforcement radio channels while initiating and responding to radio communications. Effectively communicates with people, including juveniles, by giving information and directions, mediating disputes and advising of rights and processes.
- Demonstrates communication skills in court, grand jury and other formal settings. Prepares for trial/hearings, presents physical evidence and visual aids. Communicates effectively with other agencies in the coordination of activities and investigations. Provides information to the media.
- Coordinates searches for lost or missing persons. Coordinates rescue missions and other tasks related to search and rescue activities.
- Participates in public activities and programs and community problem solving projects.
- Uses department equipment and maintains personal issued equipment as needed.

ADDITIONAL ESSENTIAL JOB FUNCTIONS - SPECIAL ASSIGNMENT:

- Special Assignments include, but are not limited to: School Resource Officer, Traffic Safety Officer, and a variety of Training Officer positions.
- Conducts visual and audio surveillance for extended periods of time.
- Presents educational programs to school children, public service organizations, and the media.
- Acts as liaison between the department and other governmental or private organizations.

Duties, Obligations and Procedures of the SRO:

The SRO shall/will:

- a. Wear the established patrol uniform unless special circumstances require another form of dress as approved by District supervisor.
- b. Make classroom presentations when requested by a teacher on such topics as the role of policing in the community, search and seizure, laws of arrest, traffic laws, crime prevention, victim's rights, community involvement, drug and alcohol issues, youth programs and the like.
- c. Participate in discussions during class to establish rapport with students.
- d. Take appropriate law enforcement action in and around the school as required by law and consistent with the policies and procedures of the police department and District. Appropriate law enforcement action includes all those duties normally performed by a police officer, such as issuing traffic citations, investigating crimes and motor vehicle accidents, conducting interviews of suspects, victims and witnesses, collecting evidence, making arrests and writing reports.
- e. Notify the District as soon as practical of any violations or actions which impact school discipline, order or safety and such other violations and actions as the District reasonably requests to be reported.
- f. Assist other law enforcement personnel in conducting investigations involving students or employees of the District when requested and required to do so.
- g. Obtain prior permission, advice and guidance from school administrators before enacting any program within the school.
- h. Provide assistance to school administrators, faculty and staff, upon request, in developing emergency procedures and emergency management plans to include prevention and/or minimization of dangerous situations that may result from students' unrest, unauthorized intruders, terrorist acts, bombs threats, active shooters, etc.
- i. Be thoroughly familiar with District policies and regulations related to safety and student conduct and discipline issues, including the District's Code of Conduct.

- j. Assist the District, its administrators, faculty and staff with violations of such policies as requested by District administrative personnel. However, the SRO shall not be expected to, or asked, to detain or take into physical custody any student or other individual who has only violated a District policy or the District's Code of Conduct. It shall be understood and agreed upon that the SRO, as a law enforcement officer, can only detain or take into physical custody those students or other persons for whom there is reasonable suspicion or probable cause that they have committed a crime as defined under Oregon Revised Statute or Federal laws. The SRO shall not be used for regularly assigned lunchroom duties, hall monitoring or other monitoring duties. If there is a temporary problem or emergency, the SRO may assist the school, if the SRO's duties permit, until the problem is resolved.
- k. Be familiar with and abide by all relevant District policies and regulations while on District property.
- l. Work to develop rapport with students and a working relationship with student organizations, faculty, staff members, district administrators, parents, law enforcement, other governmental agencies and community members.
- m. Coordinate efforts with campus supervisory personnel, i.e. student managers, campus supervisors, hall monitors, parking attendants and building security personnel.
- n. Maintain detailed, accurate and up to date records as required by the City and District.
- o. Meet regularly with juvenile authorities concerning information of juvenile delinquency issues and problems as well as work proactively with all law enforcement agencies and other governmental agencies that service the District's community.
- p. Attend parent, faculty, student, administration and other meetings to provide information regarding the SRO program and provide opportunities for involvement and support.
- q. Provide information regarding community programs so that proper referrals can be made and appropriate assistance can be accessed by students in need of such services. These programs may include mental health programs, drug treatment programs, etc. The SRO may refer students to such agencies, when necessary, thereby acting as a resource person to the students, staff faculty, parents and administration. The SRO may also refer students to school counselors as needed. Referral guidelines shall be determined by the District.
- r. Maintain confidentiality of any and all information obtained during investigations and interviews and shall not disclose the information, except as provided by law or court order, or as deemed necessary to ensure the safety of students and staff and the physical security of the high school.

- s. Maintain confidentiality of District records and information, discussions, etc., in accordance with District policies and State and Federal law. Without limiting the foregoing, the Phoenix Police Department and SRO acknowledge and agree that student education records are subject to the provisions of the Family Education Rights to Privacy Act (FERPA), that SROs are deemed to be "school officials" under FERPA, that SROs are under the direct control of District with respect to the use and maintenance of education records by SROs, and that SROs will only use personally identifiable information from education records in connection with the purposes of this Agreement and will not redisclose any such personally identifiable information, including but not limited to any other employees of the Phoenix Police Department who are not also SROs, without the consent required by FERPA unless such disclosure is otherwise exempt from the FERPA consent requirements.
- t. Perform other duties that will promote the purpose of the SRO program and which are mutually agreed upon by the District and the City.

The Chief of Police and the District must mutually agree upon any additions or changes to the above instructions.

POSITION REQUIREMENTS:

- Hold a current DPSST Basic Police Certificate or a current out-of-state equivalent.
- Must have a minimum of 3 years, certified police officer experience.
- Out-of-state applicants must be eligible to become DPSST Basic Police certified through the DPSST Career Officer Development Course to be eligible for this posting.
- Graduation from an accredited high school or successful completion of the General Educational Development (GED) test.
- Any combination of education and experience sufficient to perform the duties of the position; or documented related work experience in responsible positions with a willingness to complete criminal justice course work for advancement and certification.
- Position requires the ability to learn and apply Oregon criminal and traffic laws and rules of search and seizure, arrests, evidence, and use of force; ability to learn department rules, procedures, patrol principals and techniques; ability to deal with the criminal element and the public in stressful and non-stressful situations; ability to endure verbal and mental abuse when confronted with the hostile views and opinions of suspects and other people encountered in an antagonistic environment; ability to subdue aggressive individuals; ability to lift, drag or carry heavy objects; ability to climb over and pull oneself over obstacles; ability to climb through openings and crawl in confined areas; ability to jump over obstacles, ditches, and streams; ability to balance on uneven surfaces; ability to use body force to gain entrance through barriers; ability to listen, evaluate and analyze facts and draw correct conclusions promptly; ability to understand and carry out instructions promptly; ability to speak and write effectively; ability to record information clearly and concisely; ability to perform simple mathematical calculations and draw simple diagrams; and ability to establish and maintain effective working relationships with other employees and the public.
- Must be able to testify in court proceedings.

SPECIAL REQUIREMENTS:

- Must be 21 years old and a United States citizen.
- Must possess a valid Oregon driver's license within 30 days after employment.
- May not pose a "direct threat" to the health and safety of himself/herself or others.
- Shall not have been convicted of a crime designated under the law where the conviction occurred as being punishable as a felony or as a crime for which a maximum term of imprisonment of more than one (1) year may be imposed.
- Shall not have been convicted of violating any law of this state or any other jurisdiction involving the unlawful use, possession, delivery, or manufacture of a controlled substance, narcotic or dangerous drug.
- Shall not have violated in this state ORS 162.065, 162.075, 162.085, 163.355, 163.365, 163.375, 163.385, 163.395, 163.405, 163.408, 163.411, 163.415, 163.425, 163.427, 163.435, 163.445, 163.465, 163.515, 163.525, 163.575, 163.670, 163.675 (1985 Replacement Part), 163.680, 163.684, 163.686, 167.007, 167.012, 167.017, 167.065, 167.070, 167.075 or 167.080 or have been convicted of violating the statutory counterpart of any of those offenses in any other jurisdiction.
- Must pass an entry-level employment examination, in-depth background investigation, complete physical examination and drug screen. May be required to pass a psychological evaluation.
- Must be of good moral fitness as determined by a thorough background investigation.

(a) For purposes of this standard, lack of good moral fitness means conduct not restricted to those acts that reflect moral turpitude but rather extending to acts and conduct which would cause a reasonable person to have substantial doubts about the individual's honesty, fairness, respect for the rights of others, or for the laws of the state and/or the nation.

(b) The following are indicators of a lack of good moral fitness:

- (A) Illegal conduct involving moral turpitude;
- (B) Conduct involving dishonesty, fraud, deceit, or misrepresentation;
- (C) Intentional deception or fraud or attempted deception or fraud in any application, examination, or other document for securing certification or eligibility for certification;
- (D) Conduct that is prejudicial to the administration of justice;
- (E) Conduct that adversely reflects on his or her fitness to perform as a law enforcement officer. Examples include but are not limited to: intoxication while on duty, untruthfulness, unauthorized absences from duty not involving extenuating circumstances, or a history of personal habits off the job which would affect the officer's performance on the job which makes the officer both inefficient and otherwise unfit to render effective service because of the agency's and/or public's loss of confidence in the officer's ability to perform competently.

Visual acuity: Corrected vision shall be at least 20/30 (Snellen) in each eye. Due to the demonstrated likelihood of dislodgment or breakage, candidates who are able to wear only glasses with frames shall meet an uncorrected standard not worse than 20/100 (Snellen) in each eye. Those candidates who use soft contact lenses (SCLs) shall have vision correctable to at least 20/30 in each eye, with no uncorrected standard.

Peripheral vision: Visual Field Performance shall be 140 degrees in the horizontal meridian combined.

Depth perception: Depth perception shall be sufficient to demonstrate stereopsis adequate to perform the essential tasks of the job. The recommended test is the Random Stereo Test with 60 seconds of arc.

Night blindness: A history of night blindness should be evaluated to determine applicant's capacity to perform essential tasks at night or in a dark or low light setting.

Color vision: Red or green deficiencies may be acceptable, providing the applicant can read at least nine (9) of the first thirteen (13) plates of the Ishihara Test (24 Plate Edition). Applicants who fail the Ishihara test can meet the color vision standard by demonstrating that they can correctly discriminate colors via a field test conducted by the employer and approved by DPSST.

Hearing Acuity: Applicants must have hearing sufficient to perform essential hearing related tasks without posing a threat to themselves or others. Hearing amplification devices may be used, however these devices must be of the type that screens out loud sounds, i.e., guns shots, to prevent further hearing loss.

Loss of speech defect: Applicant must be able to use vocal chords and have significant ability to perform speaking related essential tasks.

Abnormalities of the nose, throat or mouth: An abnormality must not interfere with the applicant's breathing, or proper fitting of gas mask or similar device.

Cardiovascular diseases: Any finding in the history or physical examination which suggests the presence of an organic cardiovascular disease shall necessitate further evaluation. Resting blood pressure of less than or equal to 140 mmHg systolic and 90 mmHg diastolic on three successive readings. Failure to meet the blood pressure guideline shall cause referral for further medical evaluation.

TYPICAL CRIMINAL JUSTICE EMPLOYEE CHARACTERISTICS:

Reserved, Intelligent, Emotionally Stable and Mature, Assertive, Enthusiastic, Conscientious, Trusting, Practical, Leadership Qualities, Self-Assured, Dependable, Tough Minded & Self-Reliant, Independent, Conservative, Self-Sufficient, Controlled, Shrewd

EQUIPMENT UTILIZED - (but not limited to):

Binoculars, Body Armor, Camera, Chemical Agents, Citations, Computer, Criminal Code Manual, Drug Test Kit, Evidence/Fingerprint Kit, Firearms, First Aid Kit, Flares, Fire Extinguisher, Flashlight, Hazardous Materials Protection Gear, Impact Weapons, Duty Belt w/accessories, Intoxilyzer, Measuring Devices, Notebook, pen/pencil, Photocopier, Radio, Report Forms, Report Writing Manual, Restraining Devices, Riot Gear, Spanish for the Police Manual, Street maps, Tape Recorder, Taser, Telephone, Traffic Cones, Traffic Code manual, Traffic Template, Typewriter, Uniform, Vehicle, Field Phone, Hand tools, Hostage Phone, Intrusion Alarm, Knife, Life Jacket, Lighting Equipment, Megaphone, Metal Detector, Motorcycle, Night Vision Equipment, Radar.

HIRING PROCESS:

1. Turn in Phoenix Police Department Application (Checked for minimum qualifications)
2. Submit background package at Oral Boards (will be sent to eligible candidates)
4. Oral Boards (With current SRO and School District Members)
5. Chief's Interview
6. Background Investigation
7. Conditional Job Offer
8. Physical and Drug Testing
9. Psychological Evaluation
10. Final Job Offer

THE CITY OF PHOENIX IS AN EQUAL OPPORTUNITY EMPLOYER

We do not discriminate on the basis of race, religion, color, sex, age, national origin or disability. Upon request, special accommodations and/or assistance will be gladly provided for any applicant with sensory or non-sensory impairments. Because of the Immigration Reform Act of 1986, persons hired by the city must be able to present acceptable documents verifying identity and authorization to work in the United States.