

# STOCKTON UNIFIED SCHOOL DISTRICT

## CORPORAL

### **DEFINITION**

Performs the normal functions that are consistent with the school police authority as authorized in section 830.32 of the California Penal Code, and 39670 et seq. of the Education Code. This is a journey-level police officer position which may be assigned to a specific functional area (e.g., investigations) or geographical area of the school district to protect life and property; may serve as a lead with oversight responsibilities for one or more employees working on a project, limited timeframe, or a specific assignment basis; or may respond to alarms and other calls for service; and performs a variety of complex criminal investigations and protective service duties; responsible for completing crime and information reports; makes arrests as required by law; and may perform other related work as assigned. This position may have a working title designated as “detective” or “corporal” at the discretion of the Chief of Police.

### **SUPERVISION RECEIVED AND EXERCISED**

Under the general supervision of a Police Sergeant, at the direction of a Police Lieutenant, Captain, or Chief of Police. May exercise lead duties/tasks for Police Officer and assigned non-sworn employees.

**EXAMPLES OF DUTIES** – Incumbents may perform any combination of the essential functions shown below (E). This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principal job elements including, but not limited to:

- Serves on special task forces or operational groups (e.g., gangs; narcotics). (E)
- Handles calls for police service. (E)
- Provides traffic/crowd control for accidents, start/end of school, and other special functions, along with enforcing the District traffic and parking regulations.
- Maintains visibility by patrolling campuses.
- Conducts complex criminal investigations, completes reports, and makes arrests. (E)
- Delivers emergency and non-emergency messages.
- Maintains notes and detailed records of work performed. (E)
- Collects and transports evidence and other items maintaining chain of custody. (E)
- Photographs and fingerprints individuals as assigned.
- Represents the Department at law enforcement, school, or community meetings.
- Meets with neighborhood groups to assist in crime prevention at school sites, and reduce youth gang activity on District sites. (E)
- Performs selective enforcement for designated problems. (E)
- Prepares and serves search and arrest warrants and civil papers. (E)
- Attend and testify at court hearings and trials. (E)
- Serve as a lead for Police Officer I, Police Officer II, and assigned non-sworn employees. Lead duties/tasks may include, but are not limited to: scheduling, work flow planning, assigning work or giving directions, monitoring work, training employees, orienting employees, providing input into employee selection, and providing input into performance evaluations. (E)
- Respond to in-progress calls requiring immediate law enforcement assistance.
- Conducts criminal and special investigations, including domestic violence, burglaries, thefts, robberies, assaults and the enforcement of District, City, County, and State laws. (E)
- Receives calls from and assists other law enforcement agencies in emergencies or with requests for assistance with investigations.

- Conducts follow-up investigations, and is actively involved in the routine gathering of evidence, questioning of witnesses, and apprehension of suspects. (E)
- Maintains, facilitates, and actively participates in the achievement of the Department Mission, Visions, and Goals.
- Provides information/guidance to the public/victims regarding case status and processes. (E)
- Performs related duties as required.

## **QUALIFICATIONS**

### Knowledge of:

- Modern police methods and procedures, including patrol, crime prevention, and traffic control
- Criminal law, with particular emphasis on apprehension, arrest, and custody of persons accused of misdemeanors and felonies
- Rules of evidence pertaining to search and seizure and the preservation and presentation of evidence in Court
- Criminal investigation techniques and procedures, including crime scene investigation, interrogation, fingerprinting and photography
- Applicable Federal, State, and Local laws.
- Law enforcement organizations, activities, terminology and regulations.
- Crowd and traffic control techniques used to maintain public safety.
- Safe working procedures and safety regulations related to job performance.
- General office practices and the operation of standard office equipment, including a computer.
- Recordkeeping principles and practices.

### Ability to:

- Gather, assemble, analyze, and evaluate facts and evidence
- Draw logical conclusions from information and make proper recommendations
- Interpret and apply laws and regulations
- Analyze situations quickly and accurately, and take effective courses of action
- Demonstrate keen powers of observation and memory
- Conduct effective campus or site meetings to educate the students and staff in crime prevention methods and principles.
- Establish and maintain effective working relationships
- Prepare, maintain, file and index a variety of reports, records and other written materials.
- Follow oral and written directions.
- Interact and communicate with juveniles and adults.

### Education and Experience:

Graduation from high school or possession of a GED and equivalent to possession of 45 semester units from a regionally-accredited college or university and at least three years of sworn law enforcement experience. Possession of a degree and additional experience are desirable.

### License, Certificates and Other Requirements:

- Must possess a Basic Peace Officer Certificate issued by the Commission on Peace Officer Standards and Training (POST).
- Possession of an Intermediate or Advanced Certificate is desirable/preferable.
- Must possess an appropriate California Operator's License issued by the State of California Department of Motor Vehicles.
- Must be able to meet physical, psychological, and background standards.

## **WORKING CONDITIONS**

### **Environment:**

Indoor and outdoor environment  
Driving a vehicle to conduct work  
Seasonal heat and cold or adverse weather conditions

### **Physical Demands:**

Employees in this position must possess/have the ability to:

- Sit for prolonged periods of time
- Stand/walk for extended periods of time, frequently over rough or uneven surfaces
- Run over rough or uneven surfaces for short periods of time
- Dexterity of hands and fingers to operate a computer keyboard and various police equipment
- Frequently lift/carry up to 10 lbs at waist height
- Occasionally lift/carry/drag up to 150 lbs for short distances
- Required to wear a safety vest, which weighs 5 lbs; and a waist belt weighing between 12-15 lbs
- Push/pull weights up to 200 lbs
- Reaching overhead, above the shoulders and horizontally
- Climbing stairs, fences, hills and other slopes
- Bend at the waist, kneel or crouch
- Occasionally required to exert significant physical force to subdue resisting individuals
- Hear sufficient to receive communications on radio and perform required duties
- Speak sufficient to give instructions/commands
- Visual acuity sufficient to perform required duties, and to maintain firearms qualifications
- Physical agility and stamina

### **HAZARDS:**

Contact with dissatisfied or abusive individuals.  
Potential physical hazards involved in intervening in fights and other anti-social, illegal, and violent behavior.  
Driving a vehicle during adverse weather conditions.  
Possible exposure to blood-borne pathogens

### **SALARY PLACEMENT**

Operating Engineers Local Union #3  
Police Unit Salary Schedule  
Range 57  
12-month work year  
Board Approval: 05/05/15  
OE 3 Police Approval: 05/04/15  
OELU#3 Police Unit salary re-alignment effective 07/01/19