

STOCKTON UNIFIED SCHOOL DISTRICT

POLICE LIEUTENANT

DEFINITION

Plan, coordinate, assign, and direct the work of the police department program for the District to provide protection of life and property, enforcement of all pertinent laws and regulations of the city, county, state and the school district; and perform related duties as assigned.

SUPERVISION RECEIVED AND EXERCISED

Receives direct supervision from the Chief of Police and exercise direct supervision over police department assigned staff.

EXAMPLE OF DUTIES – Duties may include, but are not limited to, the following:

Plans, coordinates, schedules, assigns, and directs the work of the department through subordinate supervisors (police sergeants).

Acts as watch commander, providing responsible departmental, staff, and facility supervision during an assigned shift.

Recommends goals and objectives; assist in the development of and implementation of security plans and patrol activities for school sites and district facilities; schedule and coordinate security for special events, meetings and athletic activities in cooperation with K-12 school administrators.

Monitor and directs police response to a variety of situations requiring police officers, and personally supervises the more critical situations or investigations.

Assist in the preparation and review of correspondence, records and reports: prepares a variety of reports, correspondence, and other written materials.

Plans, evaluates and conducts training courses and programs.

Maintain familiarity with provisions of Education Code, Penal Code, Municipal code, Safety Code, F.C.C. and other official regulations affecting activities of the school district.

Receives and investigates complaints pertaining to the police department activities and personnel.

Acts as the Chief of Police on a relief basis.

Performs related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Law enforcement and security methods including investigative procedures and techniques
- Pertinent federal, state, city, county and district rules, regulations and policies including laws of arrest, search and seizure, legal rights of citizens, court procedures, testifying in court, custody of persons and rules of evidence
- Principles and practices of employee supervision, including selection, training, evaluation, and discipline
- School district organizations, operations, policies and objectives
- Modern police methods, procedures and equipment
- Intrusion and fire alarm systems
- Regulations pertaining to the protection of buildings and grounds

- Human relation skills, especially treating staff, students and parents in a caring, responsive and professional manner; provide the leadership that will cause staff members to treat students and parents in such a manner
- Regulatory requirement governing the use of radio broadcasting equipment

Ability to:

- Supervise and evaluate personnel
- Plan, coordinate and supervise staff training programs
- Recommend improvements in department operations and changes in policies and procedures
- Prepare clear, concise and comprehensive verbal, written and statistical reports
- Work confidentially with discretion
- Formulate policies and procedures
- Work with juveniles in a school setting
- Testify clearly and concisely as a witness
- Work nights, overtime, and/or irregular hours
- Physical capability sufficient to perform job duties

Education and Experience:

Any combination equivalent to an Associate of arts degree in administration of justice or related field from an accredited college, supplemented by upper level college courses in police science, supervision, or related field; five (5) years of law enforcement experience, with a one (1) year in a supervisory rank equivalent to police sergeant.

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 at high speeds and/or during adverse weather conditions

Other requirements:

Must possess a valid California driver's license. Must be able to meet physical, psychological, and background standards. Must be willing to work evening, night, weekend, and holiday shifts and call-ins. Must qualify with firearm at a specified police or sheriff's shooting range periodically. Must possess a Supervisor Police Officer Standards and Training (POST) certificate and must meet standards for supervisory and management positions as specified by POST. Valid certificates in First Aid and CPR within 60 days from date of hire;

Salary Placement:

Management Team Salary Schedule

Tier 6, Range 03

12-Month work year

Board Approval: 08/10/10

Management re-alignment effective 03/01/19