

Reading City Police Department:

Full-Time School Resource Officer/ Police Officer

January 10, 2025

HONOR. EXCELLENCE. INTEGRITY. COMMUNITY. The Reading City Police Department is looking for qualified applicants for the full-time School Resource Officer (SRO) position with the Reading Community Schools. Work hours are primarily Monday through Friday, 7:30 a.m. to 4:00 p.m. during the school year. The SRO will work in the schools during the school year. We offer competitive wages and benefits, as well as on-going training and opportunities for advancement. This is a partially grant-funded position through the Reading Community Schools with the starting pay is \$23.00.

Position Summary:

This position is within the Reading City Police Department, working in and with the Reading Community Schools under the supervision of the Police Chief. The School Resource Officer/Sworn Police Officer must meet Michigan Commission on Law Enforcement Standards (MCOLES) certification. This position works to create a safe learning environment for students, enforcement of local laws and laws of the State of Michigan. The School Resource Officer/Sworn Police Officer acts as a liaison with federal, state and local police and fire officials.

Minimum Requirements:

- U.S Citizen
- Associate's degree preferred or Waiver of Associate Degree for prior military experience.
- 21 years of age or older
- Must possess current Michigan Commission on Law Enforcement Standards (MCOLES) licensing or be licensable prior to job posting deadline.
- Must maintain a valid Michigan driver's license and have a good driving record.
- Must maintain State of Michigan mandated firearms qualification.
- Demonstrates dependability, reliability, professionalism, and ethical behavior. Ability to work successfully in a sometimes high stress environment, handling multiple tasks and projects simultaneously.
- Excellent judgment skills in terms of interpersonal communications and ability to be flexible and adapt to changing work situations.
- Demonstrates knowledge and ability to apply constitutional law, substantive criminal law, criminal procedure, juvenile law, the law of evidence, criminal and

non-criminal investigation techniques, court functions and civil law, crime scene processing, patrol procedures and techniques, civil liability, criminal and non-criminal report writing, court testimony procedures, parking violations and ticket writing procedures, motor vehicle crash investigation and preparation of the Uniform Traffic Crash Report, and physical security procedures.

- Demonstrates experience working collaboratively with staff, students and the public with tact and courtesy.
- Effective oral and written communication skills. Must possess excellent customer service skills.
- Basic computer knowledge and experience using standard word processing software, such as Microsoft Word and basic use of e-mail systems.
- Ability to use discretion in regard to matters of confidentiality interactions and decision making.
- No Domestic Violence Convictions or Felony Convictions
- No drug use including marihuana/ THC or illicit.
- Prior to the date of hire, selected candidates will undergo and must successfully pass a drug test, physical, psychological exam, and a thorough background investigation.

Benefits:

- Officers are provided all uniform and duty gear
- Paid holidays
- Extensive continued training
- MERS defined benefit pension plan
- Health Insurance, including optical and dental
- Paid vacation
- Department issued firearm
- Appropriate tattoos allowed on a case-by-case basis
- Facial hair permitted, neatly trimmed
- Paid weekly