

The Town of New Milford is currently accepting applications for the per diem position of Armed School Security Officer. The responsibilities for this position include carrying out existing district and school procedures and programs related to school security and safety functions. The position reports to the Chief of Police. To be considered applicants must be certified as a School Security Officer with the State of Connecticut. Qualified and interested candidates should submit a Town of New Milford employment application, along with a resume, cover letter, copy of required certification, and 3 professional references no later than August 26, 2020 to: Greg Bollaro 10 Main Street, New Milford CT 06776 [gbollaro@newmilford.org](mailto:gbollaro@newmilford.org). Equal Opportunity Employer, all qualified applicants are encouraged to apply.

## Town of New Milford

<b>JOB CLASSIFICATION DESCRIPTION</b>
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**Job Title:** Armed Security Officer

Per Diem

**Job Summary:** Under the direct supervision of the New Milford School District Superintendent or his/her designee, this position will be responsible for carrying out existing district and school procedures and programs related to school security and safety functions. Provide armed security and provide related services for Sarah Noble intermediate school, Hill and Plain elementary school, and Northville elementary school.

**Supervision Received:** Administratively reports to the Chief of Police or his designee

**Essential Duties:**

- Ensure that all laws and ordinances are enforced and that public peace and safety is maintained at all times.
- Provide school security for a diverse population with emphasis of providing safety and security for all staff, students, and volunteers.
- Maintain qualifications for the position of SSO in accordance with CGS 10-244a and POSTC guidelines.
- Assist staff in all emergency drills (fire, shelter in place, lockdown, etc.).
- Maintain proper communications with the New Milford Police Department.
- Prepare activity reports as directed.
- Provide cooperative security services for the students and staff in a professional and equitable manner
- Perform other duties as required that are necessary and appropriate.

**Qualifications:** Must have excellent integrity and demonstrate good moral character and initiative; and

- Must be (1) a current sworn member of an organized local police agency or the CT State Police Department; or (2) a retired, sworn police officer from an organized police department, the CT State Police Department, a federal law enforcement service, and/or an organized police department in another state who was certified under standards that meet or exceed the standards of the Police Officer Standards and Training Council for certification in this state and who retired or separated in good standing from such department;
- Must not have been officially found to be unqualified for reasons relating to mental health by a qualified medical professional while serving as a sworn law enforcement officer or separating from service as a sworn law enforcement officer;

- If the candidate has prior service with the military, the candidate must have received an honorable discharge;
- Must successfully complete annual training pursuant to the Police Officer Standards and Training Council requirements and must successfully complete an annual firearms training provided by a certified firearms instructor that meets or exceeds the standards of the Police Officer Standards and Training Council and any other training required by law or Board policy;
- Must keep all security certification and training requirements current, including but not limited to, permits, certifications and/or licenses to carry and use firearms or other weapons, on school property;
- Must participate in and pass a full background investigation required by the Board or by state or federal law.

**Working Conditions, Physical and Mental Requirements:** Employees appointed to positions in this class must have adequate physical strength, stamina, physical agility and visual and auditory acuity and must maintain such physical fitness as to be able to perform the duties of the class. A physical examination may be required.

NEVER (N)	OCCASIONALLY (O)				FREQUENTLY (F)				CONSTANTLY (C)			
0 % of Shift	1-33% of Shift				34-66% of Shift				67-100% of Shift			
Frequency:	N	O	F	C	Frequency:	N	O	F	C			
<b>Physical Demands:</b>					Depth Perception		X					
Standing			X		Color Distinction		X					
Walking			X		Peripheral Vision		X					
Sitting			X		Driving		X					
Lifting		X			<b>Physical Strength:</b>							
Carrying		X			Little Physical Effort (-10 lbs.)		X					
Pushing		X			Light Work (-20 lbs.)		X					
Pulling		X			Medium Work (20-50 lbs.)		X					
Climbing		X			Heavy Work (50-100 lbs.)		X					
Balancing		X			Very Heavy Work (100+ lbs.)		X					
Stooping		X			<b>Environmental Conditions:</b>							
Kneeling		X			Cold (50 degrees F or less)		X					
Crouching		X			Heat (90 degrees F or more)		X					
Crawling		X			Temperature Changes		X					
Reaching		X			Wetness		X					
Handling		X			Humidity		X					
Grasping		X			Extreme Noise or Vibration		X					
Twisting		X			Exposure to Chemicals		X					
Feeling		X			Exposure to Gases and Fumes		X					
Talking			X		Exposure to Unpleasant Odors		X					
Hearing				X	Exposure to Bodily Fluids		X					
Repetitive Motion			X		Exposure to Dampness		X					
Hand/Eye/Foot Coordination			X		Confinement to a Small/Restricting Area		X					
Visual Acuity/Near			X		Mechanical Hazards		X					
Visual Acuity/Far			X		Physical Danger		X					

**Frequency: Place an “X” in each box that is appropriate to your job.**

The above statements are intended to describe the general nature and level of work being performed by the employee assigned to this position. They are not to be construed as an exhaustive list of all job responsibilities and duties performed by personnel so classified.

The Town of New Milford is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the Town will provide reasonable accommodations to qualified individuals with disabilities and encourage both prospective and current employees to discuss potential accommodations with the Town when necessary.

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