

**POSITION:** School Resource Officer  
**DEPARTMENT:** Sheriff's Office  
**Grade:** 28  
**Starting Salary:** \$44,608.72  
**Posted:** March 20, 2026  
**Closing:** Until Filled



### **General Definition of Work**

Performs protective service work providing a safe environment for students, ensuring building security, enforcing laws, conducting criminal investigations, collecting evidence, preparing reports, testifying in court, and related work as apparent or assigned. Work is performed under the limited supervision of the Investigation Sergeant.

### **Qualification Requirements**

*To perform this job successfully, an individual must be able to satisfactorily perform each essential function. The requirements listed below represent the knowledge, skills, and/or abilities required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.*

### **Essential Functions**

- Provides safety and security to students, faculty, and facilities; provides traffic control and security during and after school, for special events, and at PTA meetings; enforces state, federal, and juvenile laws.
- Provides a visible deterrence to crime while presenting a positive impression of a law enforcement officer within the school; patrols inner and outer perimeter of school; prevents juvenile delinquency.
- Conducts initial and follow-up investigations of criminal activity in school.
- Conducts surveillance and implements procedures to stop criminal activity in school; takes law enforcement action if necessary; documents all reported crime violations.
- Speaks with students, faculty, staff, and parents on law enforcement issues; teaches courses within County schools; counsels students, staff, faculty, and parents on related subjects.
- Assists School and County administration in conducting normal and emergency business; assists in planning and executing emergency drills; assists in lunch room duties; assists with creating school policies.
- Serves as liaison with the school's principal, faculty, and students; serves as liaison between students and Social Services.
- Performs general law enforcement activities; performs patrol duties to include investigations, warrant services, commitments, transports, arrests, and traffic control.
- Informs the students of their rights and responsibilities as citizens.
- Performs truancy-related duties.
- Performs the duties of Deputy Sheriff.

### **Knowledge, Skills, and Abilities**

General knowledge of law enforcement methods, practices and procedures; general knowledge of the rules and regulations of the Sheriff's Office; general knowledge of school policies; general knowledge of the geography of the County and location of important buildings; ability to understand and carry out

oral and written instructions and to prepare clear comprehensive reports; ability to deal courteously but firmly with the public; ability to analyze situations and to adopt quick, effective and reasonable courses of action; skill in the use of firearms and the operation of motor vehicles; possession of physical agility and endurance; ability to establish and maintain effective working relationships with associates, students, faculty, school administrators and the general public.

### **Minimum Training and Experience**

High school diploma or GED and moderate experience in law enforcement and working with children or young adults, or equivalent combination of education and experience.

### **Physical Requirements**

This work requires the regular exertion of up to 10 pounds of force, frequent exertion of up to 50 pounds of force and occasional exertion of up to 100 pounds of force; work regularly requires speaking or hearing and using hands to finger, handle or feel, frequently requires standing, walking, sitting and reaching with hands and arms and occasionally requires climbing or balancing, stooping, kneeling, crouching or crawling, tasting or smelling, pushing or pulling, lifting and repetitive motions; work requires close vision, distance vision, ability to adjust focus, depth perception, color perception, night vision and peripheral vision; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, using of measuring devices, operating motor vehicles or equipment and observing general surroundings and activities; work frequently requires exposure to outdoor weather conditions and occasionally requires working in high, precarious places, exposure to toxic or caustic chemicals, working with explosives and exposure to bloodborne pathogens and may be required to wear specialized personal protective equipment; work is generally in a moderately noisy location (e.g. business office, light traffic).

### **Special Requirements**

- Valid driver's license
- Possession of or ability to obtain North Carolina Basic Law Enforcement Training and School Resource Officer certifications within one year of employment.

**AN EQUAL OPPORTUNITY EMPLOYER/ADA EMPLOYER**  
**All prospective employees are subject to a criminal background check**  
**References may be requested**