



NOW RECRUITING

Campus Safety Officer Sworn Peace Officer at Colorado Mesa University

CMU is working in conjunction with the City of Grand Junction to recruit, screen, and hire a Campus Safety Officer.

POST Certification or Current Enrollment in a POST Academy is REQUIRED for this Officer position.

SUMMARY

This *sworn peace officer* reports to the Vice President for Student Services and is supervised by the Director of Campus Safety and Student Conduct. The primary role of the Campus Safety Officer (CSO) is crime prevention and enforcement, as well as safety promotion. The CSO will be highly visible to the campus community in order to reduce violations of campus conduct expectations and/or criminal acts. The CSO assists in managing the student Campus Safety Assistants program and will wear distinctive professional clothing that provides identification as a Campus Safety Officer. CSO will act in accordance with Grand Junction Police Department (GJPD) professional standards, as stipulated in a separate Memorandum of Understanding (MOU) with the City of Grand Junction/GJPD and CMU.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Provide public safety and security services by performing the following: foot patrol of university grounds and surrounding area; building security checks; routine check-ins with residence hall staff; provide evening security escort services and special event security services; respond to calls from call boxes and routinely verify the boxes are operating properly; general crime prevention; and, write a variety of reports.

REQUIRED

Must hold current Basic or Provisional P.O.S.T. certification in the state of Colorado. Applicants currently enrolled in a Police Academy will be considered. Must possess valid Colorado driver license.

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the skills, abilities and demands required of this position.

LANGUAGE SKILLS: Ability to read, analyze, and interpret complex documents. Ability to respond effectively, both orally and in writing, to sensitive inquiries or complaints. Ability to make effective and persuasive presentations on controversial or complex topics to top management, public groups, and/or boards of directors. Ability to counsel and manage conflict.

MATHEMATICAL SKILLS: Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.

REASONING ABILITY: Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

PHYSICAL DEMANDS: Ability to stand, walk, sit, talk, hear, and occasionally lift and/or move up to 50 pounds. Specific vision abilities required include close vision, distance vision, peripheral vision, depth perception, and ability to adjust focus. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

DESIRED EXPERIENCE, KNOWLEDGE, and SKILLS

1. Experience in higher education and higher education safety policy matters, professional law enforcement background, and professional safety training experience is highly desired, as is experience working with young adults from diverse backgrounds.
2. Public safety experience
3. Outstanding interpersonal and conflict management skills
4. Experience in education and awareness program creation and information
5. Computer literacy with an understanding of word processing, spreadsheet and database programs
6. Working knowledge of legal and procedural information, such as FERPA, Clery Act, due process, and university student conduct expectations

Colorado Mesa University is particularly interested in candidates who have experience working with students from diverse backgrounds and who have a demonstrated commitment to improving the levels of access and success for underrepresented students within higher education.

IMPORTANT NOTICE

This list of critical admissions, which **may be** cause for non-consideration for or disqualification from employment with CMU is provided to Campus Safety Officer applicants, Computerized Voice Stress Analysis (CVSA) Technicians, and others involved in the CMU recruitment process.

- Any felony conviction
- Any conviction for a crime of violence as an adult, specifically assaults, domestic violence, etc.
- Any “hate crime” conviction
- Perjury conviction
- Any theft conviction, regardless of value of the item
- Theft from current employer or a previous employer
- Drug use (including marijuana) and/or current alcohol abuse
- Alcohol or drug conviction
- Hit and run accident conviction
- Being under or having been under driving restraint, cancellation, suspension
- Revocation of driving privileges in Colorado or any other state

The listed admissions are not the exclusive basis for disqualification. CMU reserves the right to disqualify any applicant who has one of the foregoing admissions. If you have specific questions or circumstances, you may contact the Grand Junction Police Department at (970) 549-JOBS (5627).

THE HIRING PROCESS

Oral Board Interview, Aptitude Test, Personnel Evaluation Profile, Suitability Evaluation, Computerized Voice Stress Analysis (CVSA), Fingerprints, Background Investigation, Executive Interview, Pre-Employment Drug and Medical/Psychological Evaluation Screening. This is administrated by GJPD.

SALARY: \$16.83 - \$19.23 hourly. Excellent health and retirement benefits package.

APPLICATION DEADLINE: Open until filled.

APPLICATION PROCEDURES:

The application materials can be accessed from the City of Grand Junction's website, www.gjcity.org – Jobs. Call (970) 244-1512 for questions. For hearing/speech/visually impaired dial 711 (TTY).

CMU would appreciate your completion of these forms and submitting to Kelly Dougherty at kdougherty@coloradomesa.edu:

- Applicant Authorization to permit Search Committee members to review candidate transcript
- Applicant Authorization and Release to Conduct Reference and Background Check form
- Voluntary Affirmative Action form

Colorado Mesa University is committed to providing a safe and productive learning and living community. To achieve that goal, we conduct background investigations for all final applicants being considered for employment. Background investigations include reference checks, a criminal history record check, and when appropriate, a financial and/or motor vehicle history. Applicant must be able to verify U.S. employment eligibility. Colorado Mesa University is an Equal Opportunity Employer, committed to a culturally diverse faculty, staff and student body. Women and minorities are encouraged to apply.