**SCTC APPRENTICE CAMPUS POLICE OFFICER**

**(FULL TIME)**

**MULITIPLE LOCATIONS**

The Southern Crescent Technical College (SCTC) Police Department is actively seeking motivated and dedicated individuals to join our team as a Campus Police Officer. This entry-level position is an excellent opportunity for those aspiring to start a fulfilling career in law enforcement. As a Campus Police Officer, candidates will first serve as a Police Officer Cadet and will undergo comprehensive training at a state-certified police academy. Upon successful completion of all required training, they will become a Georgia POST-certified Peace Officer. This role offers the chance to develop the skills and knowledge needed to effectively serve and protect our campus community.

**MINIMUM QUALIFICATIONS:**

* Minimum age of 21 years for sworn positions and 18 years for non-sworn positions.
* Criminal background investigation.
  + No felony convictions.
  + Or sufficient misdemeanors showing pattern of disregard for the law.
  + Must possess good moral character.
* Pass medical examination.
* Ability to meet physical standards set by POST for determining good health fitness and the ability to perform assigned duties for sworn positions.
* Proof of High School/GED graduation.
* Proof of US or naturalized citizenship.
* Valid Class C Georgia Driver’s License.
* Military Service Record DD 214 (if applicable).
* Provide Birth Certificate.
* Pass drug screen.

**RESPONSIBILITIES:**

1. **Academic Preparation:**

* The selected candidate will complete the SCTC Criminal Justice Fundamentals Technical Certificate of Credit program via courses offered online at SCTC. Candidate will work forty hours per week with the SCTC Police Department as non-sworn employee.

1. **Academy Training:**

* **Classroom Instruction:** Attend and complete classes at Georgia Piedmont Technical College Law Enforcement Academy a Georgia Peace Officer Standards and Training Council (P.O.S.T.) certified police academy (19 weeks). Study topics such as criminal law, constitutional law, use of force, traffic enforcement, and community policing.
* **Physical Training:** Engage in physical fitness activities to meet the physical demands of law enforcement. Maintain and improve physical conditioning as required by academy standards.
* **Practical Skills Development:** Learn and practice essential law enforcement skills, including firearms training, defensive tactics, emergency vehicle operations, and first aid/CPR.

1. **Field Training:**

* **Ride-Along**: Accompany certified officers during patrols and observe their interactions with the public. Assist with non-enforcement tasks under the supervision of a certified officer.
* **Shadowing**: Observe and learn from experienced officers in real-world scenarios, such as traffic stops, accident investigations, and incident response.
* **Documentation:** Begin to learn how to properly document incidents and reports. Complete paperwork and administrative tasks as directed by supervising officers.

1. **Community Interaction:**

* **Public Engagement:** Start building positive relationships with campus community members by participating in campus community events, public safety programs, and outreach activities.
* **Learning Community Policing:** Understand the importance of community-oriented policing and how it impacts public trust and safety.

1. **Departmental Duties:**

* **Orientation:** Familiarize yourself with the police department's policies, procedures, and operational guidelines. Understand the department's chain of command and communication protocols.
* **Support Roles:** Assist with non-critical tasks within the department, such as handling administrative duties, filing reports, or managing evidence under supervision.
* **Mentorship:** Work closely with a mentor or training officer to receive guidance, feedback, and support throughout the training process.

1. **Professional Development:**

* **Study and Preparation:** Dedicate time to studying for the POST certification exam. Review course materials, legal statutes, and department protocols.
* **Performance Evaluation:** Regularly meet with training supervisors to assess progress, discuss strengths and areas for improvement, and set goals for continued development.

**Limitations:**

* **No Independent Enforcement:** As a Cadet Campus Police Officer without POST certification is not authorized to make arrests, issue citations, or carry out any law enforcement duties. All such activities must be conducted under the direct supervision of a certified officer.
* **Restricted Duties:** The candidate will have limited interaction with suspects, and any law enforcement actions must be performed with oversight and guidance from certified personnel.

At the completion of all the above training the selected candidate will have earned the following credentials:

* Southern Crescent Technical College, Criminal Justice Fundamentals Technical Certificate of Credit
* Georgia Piedmont Technical College Law Enforcement Academy, Basic POST Certification Technical Certificate of Credit
* Georgia Peace Officer Standards and Training Council (GA POST) Basic Law Enforcement Officer Certification
* United States Department of Labor Registered Apprenticeship Program, Police Officer (0437CB) Certification

**\*\*\* Once GA POST certification is achieved, a Cadet Campus Police Officer will be able to assume full law enforcement duties as a Certified Sworn Georgia Peace Officer. \*\*\***

**COMPETENCIES**:

Written and oral communication skills, Decision making and problem-solving skills, Skill in the operation of computers and job-related software programs; Skill in interpersonal relations and in dealing with the public; Ability to work independently with minimal supervision; Ability to work weekends, day, evening and morning shifts; Ability to differentiate between colors; Ability to complete reports according to established guidelines; Ability to patrol assigned areas; Ability to identify signs of unlawful entry; Knowledge of all pertinent federal, state and local laws, regulations.

**SALARY:**

Salary commensurate with education and work experience. Benefits include paid state holidays, paid annual and sick leave, and the State of Georgia Flexible Benefits Program.

**SPECIAL NOTES:**

Only those applicantsscheduled for interviews will be notified of the status of the position. Candidates must successfully complete a State of Georgia medical examination and psychological screening, pre-employment questionnaire, criminal background investigation, fingerprinting, pre-employment drug screening, and motor vehicle screening.

It shall be a condition of employment to submit to a background investigation. Offers of employment shall be conditional pending the result of the background investigation.

Federal Law requires ID and eligibility verification prior to employment.

All male U.S. citizens, and male aliens living in the U.S., who are ages 18 through 25, are required to register for the military draft and must present proof of Selective Service Registration upon employment.

Applicants who need special assistance may request assistance by phoning (770)229-3454.

Only those who are scheduled for an interview will be notified of the status of the position.

Candidates must successfully complete a criminal background investigation and motor vehicle screening.

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