SUMMARY:

Reporting to the Supervisor of Community Policing, the Public Safety Officer maintains the safety and security of the entire campus community; and protects all University property.

PRINCIPAL ACCOUNTABILITIES:

I. Conducts foot and vehicular patrols of assigned campus areas; and enforces laws, ordinances and regulations of the District of Columbia applicable to the campus community.

II. Investigates campus traffic accidents, injuries, and illnesses that incur on campus, incidents that appear inconsistent with University policy, suspicious persons and circumstances; and takes careful and complete notes and submits written reports.

III. Investigates, evaluates and responds to criminal actions including the pursuit, detention and arrest of suspects; and prepares detailed reports and provides testimony for legal review, investigation, and hearings.

IV. Maintains a constant watch for fire and other hazardous situations that may threaten the safety of the campus community; checks and secures campus buildings; detects defects in utility systems, buildings and grounds; makes immediate notifications in emergencies; and submits written reports.

V. Directs vehicular traffic; enforces parking assignments and motor vehicle and parking regulations; provides evidence for appeals; monitors parking lots as assigned; performs meter collections/maintenance; and issues citations, as appropriate.

VI. Provides fire evacuation control; conducts bomb threat searches.

VII. Deals courteously and professionally with members of the campus community and all others who may be on campus; and assists and advises visitors.
VIII. Identifies and registers vehicles and drivers at the main and Sixth Street kiosks.

IX. Serves as a dispatcher, as assigned.

X. Acquires and maintains a familiarity and understanding of all D.C. laws and regulations, and University and department directives, mandates, policies and procedures.

XI. Provides guidance to security trainees as assigned.

XII. Establishes and maintains a positive and supportive working relationship with co-workers and supervisor.

XIII. Shows a genuine commitment to diversity, equity and inclusion in the workplace; and participate in activities and workshops to foster continuous learning.

XIV. Serves as a mandatory reporter under Title IX; and commits to completing Title IX training and compliance requirements on an annual basis.

XV. Performs other related duties, as assigned.

SPECIFICATIONS:

Required Minimum Qualifications (When the candidate's resume meets these qualifications, it will be screened in.)

- Bachelor's degree and some experience in public service, public safety, and/or customer service (Associate's degree and two years experience in public service or public safety or high school diploma/GED and four years of public service or public safety experience.).
- Experience of military service with Honorable Discharge, or First Responder (EMT, Firefighter, etc.) may be substituted.

Miscellaneous Requirements

- Valid driver's license required. Candidate selected for an interview must submit a copy of their current driver's license at time of interview.
- Possession of a DC Metropolitan Special Police Officer Commission or the ability to obtain one within the first six months of employment.
- Ability to satisfactorily complete a Consortium of Universities Public Safety Institute or previously completed the equivalent.
- Willingness to work varying days and shifts as well as holidays and weekends.
- In accordance with University policy and the laws of the District of Columbia and/or licensing bodies, employees in positions involving public safety may be periodically tested for the use of illicit drugs.

If the incumbent has no knowledge of American Sign Language, the incumbent is expected to achieve an ASLPI score of 1.5 within two years of employment. If the incumbent is hired with some knowledge of American Sign Language, the incumbent is expected to achieve an ASLPI.
score of 2 within two years of employment. Failure to meet the requirement may lead to termination. The supervisor must ensure that the incumbent receives the necessary support to meet this goal.

The successful candidate will undergo a background check, physical examination, and drug screening that must be cleared prior to working at Gallaudet University.

Gallaudet University is an equal opportunity employer/educational institution and does not discriminate on the basis of race, sex, national origin, religion, age, hearing status, disability, genetic information, covered veteran status, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, political affiliation, source of income, place of business or residence, pregnancy, childbirth, or any other unlawful basis. This policy is in compliance with Title VII of the Civil Rights Act, the Americans with Disabilities Act, the Rehabilitation Act, the Age Discrimination in Employment Act, the District of Columbia Human Rights Act, and other applicable laws and applies to all procedures affecting applicants and employees including, but not necessarily limited to: recruitment, hiring, placement, promotion, transfer, reassignment, reappointment, tenure, demotion, selection for training, layoff, furlough, and termination, compensation, and all other conditions or privileges of employment.