

LIEUTENANT

DEFINITION

Oversees the daily activities of Police Officers, School Safety Officers, supervisors, and civilian staff assigned to a division or specialized assignment in the School Police Department to ensure that essential police functions and community-based policing are carried out through the proper deployment of personnel.

TYPICAL DUTIES

Promotes the values of the law enforcement profession in equal justice for all under the law.
Maintains school police department community-based policing procedures and methods for protecting District property and personnel related to school operations, patrol, and investigations.
Oversees division personnel activities, assignment of sworn and non-sworn personnel, and in-service training and staff development programs, including the coordination of training at California Peace Officer Standards and Training (CA P.O.S.T.) compliance.
Liaises with law enforcement agencies, community members, District officials, and school faculty and staff exchange ideas and information to ensure collaborative problem solving and engagement efforts for school safety.
Responds to the scene of police emergencies and major incidents and may assume command of the police operations.
Plans, assigns, and reviews the administrative work submitted by subordinates.
Conducts audits of division operations and personnel.
Reviews operational procedures and recommends policy changes for the School Police Department.
Adjudicates complaints from District students, personnel, and the community regarding School Police Department personnel and recommends penalties for sustained allegations of misconduct.
Chairs an internal School Police Department committee for community-based police operations and efforts.
Ensures that notifications are made to appropriate personnel regarding emergencies or major crime incidents and prepares related reports.
Assumes command of a bureau in the absence of a Deputy Chief of Police.
May conduct threat assessments.
May perform all journey level duties.
Performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS AMONG RELATED CLASSES

A Lieutenant oversees the daily activities of Police Officers, School Safety Officers, supervisors, and civilian staff assigned to a division or a specialized assignment of the School Police Department to ensure that essential police functions and community-based policing are carried out through the proper deployment of personnel.

A Deputy Chief of Police plans, organizes, and directs the activities of a bureau or a specialized assignment of the District School Police Department involved in school operations, patrol, investigations, or administrative services and enforces community-based policing.

A Sergeant supervises an assigned watch or unit(s) of the School Police Department and provides coordination and direction to both sworn and non-sworn personnel.

SUPERVISION

General supervision is received from higher-ranking personnel. Supervision is exercised over lower-ranking School Police Department personnel.

CLASS QUALIFICATIONS

Knowledge of:

- Collaborative problem solving-techniques
- Community-based policing
- Relationship building as an essential part to building a successful school community
- LAUSD School Climate Bill of Rights and Restorative Justice practices in all schools
- Growth, development, and problems associated with various stages of youth and adolescence
- Organizational management, structure, personnel, and information systems to support stakeholder partnerships and proactive problem solving
- Applicable federal, State, County, City, and District rules, regulations, policies, and practices
- Criminal investigation and processing procedures, search and seizure, handling of evidence, and due process
- Sections of the California Welfare and Institutions Code that pertain to juvenile court law
- Sections of the Education Code that pertain to school related safety and laws
- Principles of management, supervision, and leadership
- Project management and project tracking

Ability to:

- Apply collaborative problem solving techniques with school personnel, law enforcement officers, and the public in order to develop solutions to problems and increase trust in police
- Deemphasize the paramilitary aspects of the job
- Plan, assign, and review the work of a division or a specialized assignment
- Assess situations quickly and determine appropriate course of action
- Maintain effective working relationships with the youth, District personnel, and the community
- Write accurately and concisely
- Speak clearly and effectively
- Effectively identify, address, and resolve workplace disputes, issues, and problems

Special Physical Requirements:

- Good visual field and depth, and color and hue perception
- Hear normal voice-range frequencies
- Agility, strength, and stamina to make apprehensions and to protect self from attack

ENTRANCE QUALIFICATIONS

Education:

Graduation from an accredited college or university with a bachelor's degree. Additional qualifying experience may be substituted on a year-for-year basis for up to two years of the required education.

Experience:

Six years of full-time experience as a peace officer with a California law enforcement agency certified to participate in the California Peace Officer Standards and Training (CA P.O.S.T.), of which three years must have been as a Sergeant with the District. Experience as a Senior Police Officer or Detective is preferable.

Special:

A valid driver's license to legally operate a motor vehicle in the State of California and the use of a motor vehicle.

An appointee must be legally authorized to work in the United States.

Appointment is subject to fingerprinting, a review of criminal record, and a comprehensive background investigation.

Possession of a Supervisory CA P.O.S.T. Certificate, or its equivalent.

Successful completion of a CA P.O.S.T. approved course in police management will be required after appointment unless a comparable course has been completed within the preceding three years.

Ability to speak and understand Spanish is preferable.

Qualify quarterly with departmentally approved firearms at a designated police range.

Subject to rotation in assignment, work shift, and location.

Subject to 24-hour call that may include weekends.

This class description is not a complete statement of essential functions, responsibilities, or requirements. Entrance requirements are representative of the minimum level of knowledge, skill, and /or abilities. To the extent permitted by law, management retains the discretion to add or change typical duties of a position at any time, as long as such addition or change is reasonably related to existing duties.

Revised
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JPK