



**Family: Facilities and Operations**

**Level: PR2**

**Position Profile Title: Law Enforcement Officer**

Salary Grade	Minimum	Midpoint	Maximum
5	\$51,072	\$68,988	\$86,904

### **PROFILE SUMMARY:**

Positions in this job profile provide a full range of law enforcement and security services for Oregon State University. They will enforce laws, investigate calls, complaints and suspicious incidents which may have an impact on the University, maintain order, assist others, identify criminal activity, apprehend offenders, and identify the source of public safety concerns in the OSU community and work with other law enforcement agencies to resolve issues.

### **DISTINGUISHING CHARACTERISTICS:**

The distinguishing characteristic of the Law Enforcement Officer profile are independent and cooperative pro-active police protection and crime prevention consistent with community policing standards. OSU Law Enforcement Officers ensure the safety of the OSU community in an orderly, efficient, and professional manner, and conduct investigations of issues and crimes which lead to identification, apprehension, and prosecution of offenders.

### **PRIMARY POSITION RESPONSIBILITIES:**

1. Patrols street and grounds within assigned areas either on foot, on a bicycle, or in a vehicle, performing visible patrols to deter violations and crimes;
2. Assists other law enforcement officers in service warrants, apprehending criminals, crowd management and other general law enforcement work.
3. Contacts the public in a responsive, non-escalatory manner; directs activities in accidents and emergency response situations, rendering first aid as necessary and restoring traffic flow to normal;
4. Keeps records and makes required reports regarding activities; May appear in court as a witness to present testimony;
5. Works closely and in conjunction with DPS staff, university administration, students, faculty, and staff to support and carry out the university values and provide for the safety of the community;
6. Assists other local, state, or federal law enforcement agencies with requests for service

### **PROBLEM-SOLVING AND DECISION-MAKING:**

Problems are highly varied, complex and often non-recurring; require novel and creative approaches to resolution. New concepts and approaches may have to be developed.

Decisions have major implications on the management and operations of an area within a department; job may contribute to important strategy, operations, and business decisions that affect the department.



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Decisions impact:

- Entire University
- Functions across the University
- Department
- Direct team
- Students/Parents
- Other External Agencies and Institutions

**ACCOUNTABILITY:**

Results are defined by senior management; existing practices are used as guidelines to determine specific work methods. Carries out work activities independently; supervisor/manager is available to resolve problems.

Positions are expected to work independently and comply with all state and federal laws, university policies and standards, and departmental guidelines, policies, and procedures.

**RELATIONSHIPS WITH OTHERS:**

Collaborates and interacts within the Dept/Unit, University Wide, and Externally to:

- Develop and maintain relationships with key contacts to enhance workflow and work quality.
- Exchange routine, factual information and/or answer routine questions.
- Identify needs/concerns of others, determine potential solutions, resolve or redirect appropriately.
- Persuade, gain cooperation and acceptance of ideas, or collaborate on significant projects.
- Resolve conflict, negotiate, or collaborate on major projects.
- Exchange detailed information or resolve varied problems.
- Access and/or work with sensitive and/or confidential information.
- Handle sensitive issues and facilitate collaboration as at the highest level.

**TYPICAL REQUIREMENTS:**

Associates degree or higher in field related to assigned work;

Two-years of experience as an Oregon certified police officer or eligible for lateral certification by the Oregon Department of Public Safety Standards and Training;

21 years or older and possession of a valid Oregon Drivers License at time of employment

**DISCLAIMER:**



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The above statements are intended to indicate the general nature and level of work performed by positions within this job profile. They are not designed to contain or be interpreted as an exhaustive list of all duties, responsibilities, skills, and qualifications required of all employees within positions covered by this job profile.