

**CLASS TITLE: SUPERVISING CAMPUS PATROL PERSON**

**Class Code: 02186700**  
**Pay Grade: 17A**  
**EO Code: D**

**CLASS DEFINITION:**

**GENERAL STATEMENT OF DUTIES:** To assign and supervise the patrolling, protective and policing duties of subordinates at the University of Rhode Island. Position can be required to supervise specific functions and/or locations as needed by the University Police and Security Department.

**SUPERVISION RECEIVED:** Works under the general direction of a superior with wide latitude for the use of independent judgement; work is reviewed for conformance to laws, rules, regulations and/or instructions.

**SUPERVISION EXERCISED:** Exercises immediate supervision over lower ranking personnel involved in patrolling, protective and policing duties at the University.

**ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:**

To supervise the work of Campus Patrol Persons engaged in performing duties of a patrolling, protective and policing nature at the University of Rhode Island.

To plan necessary security measures for the protection of persons and property against injury, damage, fire, theft and trespass.

To investigate losses, damage to property and injury to persons and make reports thereon.

To keep any and all records and make reports.

To assign and inspect patrol routes or areas of subordinates.

To set up and control traffic patterns and enforce parking regulations.

To make periodic tours of inspection of buildings and/or premises.

To be responsible for the enforcement of the Parking and Traffic Regulations of the University of Rhode Island.

To be responsible for the enforcement of the Traffic Laws of the State of Rhode Island as they apply to the University.

To participate and facilitate official hearings and inquiries.

To give directions and routine information to the public regarding the location of offices and/or parking facilities.

To go to the scene of an accident in the area, give first aid when necessary, protect bystanders, and investigate cause of accident.

To cooperate with the Enforcement Section of the University's Police and Security Department, and with state and local police on investigations involving the Parking and Traffic Regulations of the University, and/or the Traffic Laws of the State of Rhode Island.

To operate a dispatch center performing such tasks as communication by radio and telephone; to monitor safety systems; to give information to the public, to maintain a continuous log of all activity and perform simple filing and clerical duties related to completing forms, reports and the logging of pertinent information; or supervise the operation thereof.

To check reports of subordinates.

To do related work as required.

**REQUIRED QUALIFICATIONS FOR APPOINTMENT:**

**KNOWLEDGES, SKILLS AND CAPACITIES:** A thorough knowledge of the practices, methods and responsibilities of patrolling, protective and police work as applied to the protection of life and property; a

working knowledge of law enforcement problems and methods and the legal provisions and limitations respecting such work; a familiarity with first-aid treatment and techniques; the ability to think and act quickly in an emergency, with judgement and discretion; the ability to assign and review the work of subordinates; the ability to meet and to handle people in a manner conducive to orderly behavior and related capacities and abilities.

**EDUCATION AND EXPERIENCE:**

Education: Such as may have been gained through: Graduation from a senior high school; and

Experience: Such as may have been gained through: employment in a position as a Campus Patrol Person, involving responsibility for the protection of persons or property in a campus setting;

Or, any combination of education and experience that shall; be substantially equivalent to the above education and experience.

Special Requirements: Must successfully complete an approved first aid training program within six months of hire, and must thereafter maintain current certification as a condition of employment. At the time of appointment must be physically qualified to perform assigned duties as evidenced by a physician's certificate. Must possess and maintain a valid Rhode Island driver's license. No person shall be appointed temporary, probationary, or permanent until they have been evaluated and tested by a certified psychologist and receive a satisfactory rating, in writing.

Class Created: November 19, 2000

Editorial Review: 3/15/03