Title: Special Events Auxiliary

Pay Scale Group: 23

Essential Function

Under general supervision from a University Law Enforcement Officer (ULEO) Supervisor or Officer in charge (on an intermittent basis), assist with security operations during special events; assist in the apprehension of violators; assist Law Enforcement Officers and Firefighting during emergencies (population of approximately 50,000).

Characteristic Duties

- On an intermittent basis, assist with security operations during special events (e.g., package check, intervene in conflict situations, assist with apprehension of violators, patrol grounds and/or buildings, respond to emergencies, etc.).

- Make use of radio and telephone communications.

- Take field notes and prepare incident narratives/summaries.

- Perform related duties based on departmental need.

Minimum Qualifications

- A high school diploma or GED equivalency is required. Must have valid driver’s license and pass a background investigation and polygraph examination.

Unusual Working Conditions

- May work in inclement weather.

New: March 2005
Last updated: May 2012