**Classification Specification for Classified Service**

**Title:** Lieutenant  
**Pay Scale Group:** 32C

**Essential Function**

Under general supervision from a command officer, assist in the direction of daily police operations, including intelligence-led policing, community policing, community engagement and partnerships, patrol functions, crime prevention, investigations, emergency preparedness, business continuity, public safety, special events, communications, records, and training.

**Knowledge of:**

- Modern law enforcement and crime prevention principals, practices, and methods
- Campus regulations, Ohio law; especially criminal statutes of the Ohio Revised Code, and applicable provisions of the US Constitution pertinent to an individuals’ constitutional rights
- Contents and provisions of the UCPD Policies and Procedure Manuals
- Disciplinary procedures, union contracts (for sworn and civilian personnel), and the University HR policies and procedures
- Patrol functions duties and responsibilities of sworn and civilian personnel
- Principles and practices involved in coaching, mentoring, development and training
- SARA problem solving model, and other data-driven strategies
- Written and verbal communication with the University community including Clery Act, Title IX and other administrative notifications related to campus health and safety

**Responsibilities:**

- Assume the duties as acting Captain when directed to do so
- Serve as a liaison between UCPD and contracted police agencies for main and branch campuses
- Daily operations for the Department of Public Safety to include overseeing patrol and support functions, investigations, policy development and review, procedures dealing with emergency operations, the review of data to assist in the determination of criminal activities and trends, resolution of personnel issues, and staffing and deployment metrics
- Supervise fairly and objectively, including the skill and ability to: give praise and compliments for good work, recognize strengths and weaknesses of personnel, listen and counsel subordinates with regard to their performance related problems, maintain discipline fairly and properly, give orders effectively, delegate, evaluate subordinates fairly and objectively, and to enforce departmental rules and policies
- Provide regular briefings to a Captain and other command staff members
- Assign duties to supervisors
- Represent the Department of Public Safety by attending professional, community and campus meetings to fully engage those entities in data-driven strategies
- Evaluate new technology for the enhancement of security and protective systems
- Assist in operationalization of ‘best practices’ that may include updates to policies, procedures, practices, recruitment, hiring and training, retention, and development
- Interpret and implement directives from designated administrators; to include, regular detailed briefings to the command staff
- Perform other duties as assigned based on the needs of the department

**Unusual Working Conditions**

- Law enforcement hazards. Rotation of hours and days of work. Requires ability to gain physical control of individuals, climb stairs, run after suspects, and provide first aid and emergency care. Must maintain agility and physical fitness. Use and maintenance of firearms and other equipment necessary to perform the duties of a law enforcement officer
- Supervise after hours events
- May work in inclement weather
- Will be expected to work some overtime, evenings, weekends, and holidays as needed

**Minimum Qualifications**

- Completion of Ohio Peace Officer Basic Training and commissioned as Law Enforcement Officer and a current Sergeant with the University of Cincinnati who has successfully completed his/her probationary period. Must possess a current valid Ohio driver’s license with an acceptable driving record

*Preferred qualifications include a bachelor’s degree with two (2) years supervisory experience; -OR- Associate’s degree with four (4) years supervisory experience. Degree must be in Criminal Justice, Public Administration, Business Administration, or related field. Supervisory experience must be in law enforcement.*

The University of Cincinnati, as a multi-national and culturally diverse university, is committed to providing an inclusive, equitable and diverse place of learning and employment. As a requirement to submitting a complete job application, all applicants are required to share how their past and / or potential contributions to diversity, equity and inclusion will advance UC’s commitment to providing an inclusive environment by providing a **Contribution to Diversity and Inclusion** statement with their application.

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