Title: Police Captain

Essential Function

Under general supervision from a designated administrator, assist in the planning and direction of daily police operations, including Patrol, Crime Prevention, Investigations, Emergency Preparedness, Emergency Communications, Records, Training and Community Relations.

Characteristic Duties

- Administer and manage daily operations for the public safety department to include oversee investigations, development of policy reviews, review of criminal activities and trends, resolve personnel issues.

- Manage and oversee the Crime Prevention, Investigative and Public Safety Communication Center.

- Responsible for written, as well as verbal communication with the University community including Clery Act and administrative notifications related to campus health and safety.

- Manage the patrol functions of the police and security personnel; assign duties to police supervisors; oversee training program for commissioned and non-commissioned personnel.

- Provide direct supervision to non-exempt staff (i.e., hiring/firing, performance evaluations, disciplinary action, approve time off, etc.).

- Serve in acting capacity for the Assistant Police Chief, as needed.

- Serve as liaison between police department and contracted mutual aid police agencies for main campus as well as branch campuses.

- Represent the Department of Public Safety by attending professional community and campus meetings, as well as training with community groups and other law enforcement agencies that enhance the understanding and delivery of police services.

- Evaluate new technology for the enhancement of security and protective systems.

- Apprehend and arrest violators; testify in court proceedings.

- Perform other duties based on departmental need.
Title: Police Captain

Unusual Working Conditions

- Law enforcement hazards. Requires ability to gain physical control of suspects/prisoners/patients, climb stairs, run after suspects, and provide first aid and emergency care. Must maintain agility and physical fitness. Use and maintenance of firearms. Supervise after-hours events and is on call at all times unless relieved by Police Chief/Director of Public Safety. May work in inclement weather.

Minimum Qualifications

- Bachelor’s degree with five (5) years experience; - OR- Associate’s degree with seven (7) years experience. Degree must be in Criminal Justice, Public Administration, Business Administration, or related field. Experience must be in criminal justice administration. Experience must include at least one (3) year of supervision. Certification by the Ohio Peace Officers Training Council is required. Must possess a current valid driver’s license with acceptable driving record.