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**Title:** School Safety Officer– Full-time or Part-Time

**Location:** Naco, Arizona

**Hard to Fill Bonus:**

**About Us:**

Naco Elementary is an institution dedicated to providing high-quality education to K-8 students. We are committed to fostering a dynamic learning environment that empowers individuals to achieve their learning goals.

**Job Summary:**

We are seeking a qualified and experienced School Safety Resource Officer at Naco Elementary School District. The School Resource Officer (SRO) will be responsible for working with school leadership, maintaining a safe and secure environment for students, staff, and visitors. The ideal candidate should possess strong communication and interpersonal skills, along with a thorough understanding of safety protocols and emergency procedures. Furthermore, the SRO will also work with instructional staff to help instruct students on school safety issues i.e. bullying, harassment, social media, school safety, etc…

**Responsibilities:**

* Monitor and enforce safety policies and procedures within the school premises.
* Conduct regular safety inspections to identify potential hazards and take corrective actions.
* Collaborate with school administrators, teachers, and other staff to develop and implement safety plans.
* Provide safety training to staff and students on topics such as emergency evacuation, first aid, and fire safety.
* Respond promptly to emergencies, accidents, or incidents and take appropriate action.
* Maintain accurate records of safety incidents, investigations, and corrective measures taken.
* Collaborate with local law enforcement and emergency services as needed.
* Conduct drills and exercises to ensure preparedness for various emergency situations.
* Monitor security systems, including surveillance cameras, and report any irregularities.
* Build positive relationships with students, staff, and parents to promote a culture of safety and security.

**Qualifications:**

* High school diploma or equivalent; additional education or training in safety management is a plus.
* Enjoy being around elementary school students
* Sponsored by a police department/sheriff agency
* Proven experience in a similar role, preferably in an educational setting.
* Knowledge of safety regulations, emergency response procedures, and security systems.
* Strong communication and interpersonal skills.
* Ability to remain calm and make quick decisions in emergency situations.
* Physical fitness and the ability to perform tasks that may involve standing, walking, or lifting.
* Familiarity with relevant software and technology for monitoring and reporting purposes.
* Certification in CPR and first aid is desirable.
* Spanish speaking individuals are not required but are encouraged.

**Benefits:**

* Competitive salary commensurate with experience based ($50,000 to $55,000)
* Health and retirement benefits, depending on full-time or part-time employment
* Professional development opportunities.
* Supportive and collaborative work environment.
* Access to teaching resources and materials.
* Retention Bonus, $3,000
* 4 day work week
* 148 Total Work Days
* 12 Days of General Leave
* School Size– 275 Total Students

**How to Apply:**

* Complete our application– application is located on our website: [naco.k12.az.us.](https://naco.k12.az.us/nacok12-employment/)
* Cover letter, resume, three letters of reference, and supporting documents
* **Email all documents to Rusty Taylor, Superintendent**– rtaylor@naco.k12.az.us.

Naco Elementary School District is an equal opportunity employer and welcomes candidates from all backgrounds to apply. We thank all applicants for their interest; however, only those selected for an interview will be contacted.