APPENDIX B

POSITION DESCRIPTION OF SCHOOL RESOURCE OFFICERS

The School Resource Officers would be funded on a cost shared basis with the Winnipeg Police Service, Province of Manitoba and the Pembina Trails School Division. A management committee consisting of representatives from the police, schools and community would oversee the pilot project.

The School Resource Officers would be selected to work in the schools based on the recommendations of a joint police and school selection advisory committee. School Resource Officers will be assigned to work in the local school sites.

Job Summary

- To work cooperatively with school administrators, staff, students, parents and the community to identify and address school/community concerns or problems.
- To present a learning environment through counseling, structures, classroom lectures and distribution of educations resource materials.
- Assist in the development of after school events and activities which promote crime prevention and community safety.
- Enforce the law and conduct investigations as the need arises.
- Prevent crime by being visible peace keeper in the school.
- Report to and be evaluated by identified supervisor within the Winnipeg Police Service.

Description of Duties:

1. **Daily Duties:**
    a. Provide visible presence in the school, feeder schools and the community.
    b. Maintain open lines of communication with staff, students, parents, the community and police members.
    c. Identify and resolve problems involving students, school and the community.

2. **Regular Periodic Duties**

A

a. Provide lectures about social, health, legal and police related subjects.
b. Make resource materials available as required.
c. Provide counseling and interventions as required.

d. Work with student organizations on safety related issues.

e. Work with school and community on

i. developing safety audits;

ii. community justice forums;

iii. community based mediation programs;

iv. after school related events;

v. activities that promote crime prevention and community safety; and

vi. youth and peer leadership strategies to assist young people to identify safety programs designed by youth for youth.

vii. Act as a police officer liaison with Crown Attorneys that handle youth cases.

B

a. Enforce breaches of the Criminal Code, Provincial Statues and municipal by-laws as they related to the assigned schools.

b. Submit reports as required by the Winnipeg Police Service and attend Police Service and school meetings as required.

3. Occasional Duties:

Work with local businesses and residents to intervene when students are involved in community issues. Liaise with divisional police members and other School Resource Officers on matters of mutual concern.