

DARE OFFICER

DEFINITION

Under general direction, presents a diversified curriculum to educate elementary and middle school students regarding drug usage, violence and gangs.

ESSENTIAL FUNCTIONS INCLUDE BUT ARE NOT LIMITED TO

Present the course of instruction for the D.A.R.E. Program to designated public and private schools, as well as parent presentations; prepare, review and update lesson plans for core classes, faculty and parent presentations; identify high risk students, including intervention and referral procedures for follow-up; participate in alternative activities for students in field trips, sports activities and other school related activities. Perform other related functions as assigned.

DISTINGUISHING FEATURES OF THE CLASS

This is a non-sworn class in the Police Department similar in complexity and responsibility to Police Service Officer. It requires considerable initiative and the use of good judgment as incumbents frequently work off-site with no close supervision.

RECOMMENDED MINIMUM QUALIFICATIONS

A minimum of two years of technical or professional law enforcement experience with a law enforcement or probation department which provides the following knowledge and abilities:

DESIRABLE KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of: the organization and operation of a municipal police department and the community services provided by other public and private agencies, including public education; drug and narcotic laws along with the effects of use and abuse of drugs and alcohol.

Ability to: communicate effectively with large and small groups of students, parents, and other public groups; work effectively with teachers, school administrators and parents; prepare clear, concise and legible police reports, lesson plans, and other documents.

NOTE: Experience as a peace officer and bilingual ability (English/Spanish) is desirable.

CHARACTERISTICS OF SUCCESSFUL PERFORMERS

Successful performers are enthusiastic, creative, friendly individuals who are committed to preventing substance use among children. These quick-thinking, flexible individuals have strong presentation skills and enjoy working individually or with audiences of children and adults of diverse ethnic and cultural backgrounds. They readily perceive the interests and needs of listeners and adjust the presentations to maximize effect.

Class title established per Council Resolution No. 95-012,
effective 4-1-95

Reviewed: 01/03

ADA approved: 01/03