



POSITION ANNOUNCEMENT

Position: Police Officer

Job Description: Southwest Mississippi Community College has an opening for a full-time Police Officer. Police officer is responsible for the overall safety and security of the campus community. This position reports to the Patrol Officer Supervisor, Assistant Chief of Police and the Chief of Police.

Duties and Responsibilities: Include but are not limited to:

- Perform a variety of police duties in patrolling assigned areas on foot and in the police vehicle.
- Applicant must be physically and mentally alert to detect crime and arrest violators, patrol parking lots of outlying areas of all college properties and buildings with the goal of providing security.
- Possess the ability to investigate criminal violations in accordance with departmental rules, school regulations, procedures, and laws.
- Regulate pedestrian and vehicular traffic by moderating the flow of traffic at all times and enforce applicable codes and statutes.
- Provide emergency first aid treatment temporarily to members of the College community as well as visitors. Also, you will be required and expected to provide emergency escort service to students and staff where and when necessary.
- Applicant must be capable of acting efficiently without the direct supervision of a superior.
- Applicant must be capable of preparing and presenting in an articulate manner testimony in court, concerning a variety of criminal and civil matters accurately and without hesitation.
- Provide law enforcement and security services for Special College Events.
- Assist in the training of new Police Officers as directed by the Chief or others of superior authority
- Assume other work-related responsibilities as assigned

Education & Experience:

Preferred: B.A./B.S. or higher in Public Administration, Criminal Justice, or comparable major.

Required: High School Diploma or GED and possibly some college hours. Applicant must be a Certified Law Enforcement Officer. A minimum of 1 year of law enforcement training. Also, upon hiring, officers must qualify with their firearms with at least a score of 75%.

Hours: Monday – Thursday 6am- 2pm, Sundays 3pm – 11pm, off Friday and Saturday.

Contact: Send cover letter, application and resume to Jennifer Knight, Human Resources, 1156 College Drive, Summit, MS 39666-9029, Phone: 601-276-3850, Email: hr@smcc.edu

Application Deadline: **July 11, 2025 by 2 PM.** Failure to include requested application information will preclude applicant from consideration of position. <https://www.smcc.edu/wp-content/uploads/Staff-Application.pdf>

Nondiscrimination Statement:

Southwest Mississippi Community College does not discriminate on the basis of race, color, national origin, age, sex, religion, or disability in its programs, activities or employment practices. The following persons have been designated to handle inquiries and grievances regarding the non-discrimination policies: Mrs. Rhonda Gibson, Director of Disability Support Services, 601-276-3885; Mr. Blake Brewer, Vice President for Student Affairs and Title IX Coordinator, 601-276-3717; SMCC, 1156 College Drive, Summit, MS 39666.