



MIAMI-DADE COUNTY PUBLIC SCHOOLS Miami-Dade Schools Police Department

Miami-Dade County Public Schools (M-DCPS), a dynamic and innovative school district and the fourth largest in the nation, is accepting on-line applications for the position of **Director, Police Support Operations**, Miami-Dade Schools Police Department. Minimum salary is \$75,669.00.

OCCUPATIONAL SUMMARY

Responsible for the District-wide specialized police support for Miami-Dade Schools Police Department. Oversees the implementation and ongoing operations of the school police administrative programs.

EXAMPLE OF DUTIES

1. Coordinates and directs the development and management of School Police support unit activities and evaluates the performance of specialized law enforcement resources, such as but not limited to in-house and external crime information systems (IS), network infrastructure and security, surveillance systems, and state and federal IS compliance.
2. Supports and implements specialized police equipment or programs which have been provided to the School Board as a crime-monitoring or crime reduction tools/initiatives; including but not limited to information technology (IT) and visitor access systems.
3. Oversees specialized police support units to comply with law enforcement standards and best practices; including but not limited to state and federal information systems access policy compliance.
4. Drives departmental strategy and message development to stakeholders.
5. Conducts audits of specialized equipment and programs to ensure that relevant reports are provided to stakeholders; including but not limited to stakeholders controlled access to public information systems.
6. Oversees specialized police systems, data, network, and video support personnel.

7. Interprets, applies, and ensures compliance with applicable federal, state and local policies and laws, codes and ordinances pertaining to law enforcement specialized functions.
8. Manages the implementation of the utilization of police crime data systems, network infrastructure, internet/intranet resources, equipment, other subordinate personnel and supplies, as well as supplementary contracted services.
9. Manages and participates in the development and implementation of goals, objectives, policies and priorities for the assigned work units; recommend and administer policies.
10. Serves as the School District liaison to local government agencies regarding law enforcement specialized equipment, programs and technology projects.
11. Monitors and reviews grant opportunities and assists with applications and required follow-up activities.
12. Performs contract administration functions; coordinate work with vendors and consultants.
13. Performs risk assessments and testing of data processing systems to protect police computer systems, networks and data.
14. Prepares correction action and/or provide security expertise to ensure appropriate levels of data confidentiality and integrity.
15. Performs other duties related to the general administrative responsibilities of this position.

PHYSICAL REQUIREMENTS

This work requires the following physical activities: sitting, mobility, lifting, finger dexterity, grasping, repetitive motions, talking, hearing and visual acuity. The work is performed primarily indoors.

MINIMUM QUALIFICATION REQUIREMENTS

1. Bachelor's degree in Computer Science, Information Technology, Criminal Justice, Public/Business Administration or related field. Master's degree in Computer Science, Information Technology, Criminal Justice, Public/Business Administration or related field and/or achieved industry network engineer's level certification, preferred.

2. Minimum of eight (8) years managerial experience in a large multi-site organization in the areas of information technology, data analysis criminology or related field.
3. Florida Crime Information Center (FCIC) and National Crime Information Center (NCIC) and Florida Department of Law Enforcement (FDLE) Data Security certification preferred.
4. Technology systems and/or project management certification desired.
5. Demonstrated ability to communicate effectively in both oral and written forms.
6. Proven program and/or project management skills with a track record of successful outcomes.
7. Candidate must successfully pass an enhanced School Police background check as required by law enforcement accreditation standards.

If interested in applying, M-DCPS has implemented a web-based registration and application tool thru e-Recruiting, for new candidates and/or current employees. Please use the following link to apply and submit required documents for this position: <http://jobs.dadeschools.net/Apply.asp>

APPLICATION DEADLINE IS Wednesday, March 1, 2017 at 4:00 p.m. Please attach a RESUME, COVER LETTER and TWO PROFESSIONAL LETTERS OF RECOMMENDATION dated within one year to your profile.

If there are any questions, please contact Ms. Lourdes Rodriguez, Recruiter, Administrative Staffing, at 305-995-1136 or email at rodriguezl@dadeschools.net

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