



## **Department of Public Safety**

### **About Erskine College**

At the heart of Erskine College is its Christian identity. The college's mission is to equip students to flourish by providing an excellent liberal arts education in a Christ-centered environment where learning and biblical truth are integrated to develop the whole person.

### **Police Officer Class One Position Summary:**

The ECDPS Police Officer serves as a sworn law enforcement officer responsible for maintaining a safe, secure, and orderly environment for students, faculty, staff, and visitors on the Erskine College campus. Officers enforce state, and local laws; uphold College policies; and provide professional police services consistent with the mission and values of Erskine College and the Department of Public Safety.

### **Essential Duties and Responsibilities:**

- Enforce South Carolina criminal and traffic laws, as well as Erskine College policies and regulations.
- Patrol campus buildings, grounds, and surrounding areas by foot, vehicle, or other approved means to deter crime and enhance safety.
- Respond to emergency and non-emergency calls for service.
- Conduct preliminary and follow-up investigations, make lawful arrests, issue citations, and take appropriate enforcement action.
- Enforce traffic and parking regulations and investigate traffic crashes on campus.

### **Community Policing and Engagement:**

- Maintain a visible, professional presence and build positive relationships with students, faculty, staff, and visitors.
- Provide safety escorts, assistance, and crime-prevention information.
- Participate in campus events, safety programs, and community-oriented policing initiatives.

### **Emergency Response:**

- Serve as a first responder to emergencies including medical incidents, fires, hazardous conditions, severe weather, and other critical events.

- Coordinate and work jointly with other law enforcement, fire, EMS, and emergency management agencies.
- Assist in the implementation of emergency operations plans and incident command protocols.

**Reporting and Documentation:**

- Prepare accurate, timely, and detailed incident reports, arrest reports, citations, and related documentation.
- Maintain evidence and records in accordance with Department policy and applicable laws.
- Testify in court or administrative proceedings as required.

**Professional Standards:**

- Maintain required certifications, training, and qualifications.
- Attend in-service training and professional development as required.
- Properly use, maintain, and safeguard issued equipment, vehicles, weapons, radios, and protective gear.
- Perform other duties as assigned in support of Department operations.

**Minimum Qualifications:**

*Required*

- Must be able to successfully complete and graduate from the South Carolina Criminal Justice Academy as a Class I Law Enforcement Officer within an appropriate time frame, meeting all state training and certification requirements.
- Eligible for appointment as a South Carolina State Constable upon certification.
- Valid South Carolina driver's license with an acceptable driving record.
- Ability to work assigned shifts and special events.
- Strong verbal, written, and interpersonal communication skills.
- Ability to exercise sound judgment in stressful and dynamic situations.

*Preferred*

- Prior law enforcement or higher education experience.
- Emergency Medical Responder (EMR), EMT, or higher medical certification.
- Experience in community policing or higher education environments.

*Physical & Work Environment Requirements*

- Ability to meet physical fitness standards required for law enforcement duties.

- Ability to stand, walk, run, climb stairs, restrain individuals, and assist injured persons.
- Work is performed indoors and outdoors in varying weather conditions and emergency situations.

### **Application Process**

To ensure full consideration, interested candidates should complete the online application, which can be found [here](#). In addition, please provide the following:

- Résumé
- References (at least three)