



# MERRIMACK COLLEGE POLICE DEPARTMENT

## Campus Police Officer

**STARTING SALARY BASED ON YEARS OF POLICE EXPERIENCE**

**\$51,126 to \$69,118**

**Posted:** December 20, 2023

**Position Code:** 560, 9, 204, 611

### **Position Overview & Responsibilities**

Principal responsibilities include patrols of college buildings/grounds; safety and security of college community members and property; enforcement of laws of the Commonwealth of Massachusetts and the rules/ regulations of the college; response to medical calls, fire alarms, and other emergency situations. This is a sworn police position. Additional responsibilities include:

- Patrol college buildings and grounds to ensure the safety of people and security of buildings and other property.
- Enforcement of the General Laws of the Commonwealth of Massachusetts, town by-laws, and college regulations and policies.
- Conduct investigations and work collaboratively with other agencies in this regard.
- Refer violations to the College's student conduct system and/or the criminal court system, placing the person under arrest or protective custody when appropriate.
- Testify in court and college conduct system hearings.
- Enforce parking rules and regulations.
- Assist with vehicular and pedestrian traffic.
- Provide safety escorts.
- Supervise crowd control at college events.
- Respond to medical calls, fire alarms, and other campus emergencies, providing assistance as required.

- Participate in the department's community policing and crime prevention initiatives as part of regular patrol and at other times.
- Must complete a 90-day probationary period.
- Be familiar with dispatching duties to include radio dispatching, answering business and emergency phones, performing various computer duties, maintaining the department log, and other clerical tasks.
- Other related duties as assigned.

### **Qualifications:**

- Applicants must be a graduate of a Full-Time MA Recruit Police Academy or equivalent.
- Applicants must be able to be certified as a Full-Time Police Officer by POST – Peace Officer Standard Training Commission.
- Appointees must be eligible for appointment as a Special State Police Officer in accordance with M.G.L ch.22 s.63.
- Massachusetts Class A License to Carry.
- Knowledge of police practices, Massachusetts General Law, and investigative procedures and demonstrate competency in keeping yourself up to date through required department-sponsored training and EOPSS Learning program.
- Ability to analyze emergency situations and make independent decisions affecting the safety and well-being of the community.
- Must be able to work with or without direct shift supervision.
- Ability to establish and maintain cooperative relationships with members of the college community, visitors to campus, and local agencies/officials.
- Must possess strong verbal and written communication skills.
- Computer literacy, working knowledge of computer-aided dispatch and records management programs preferred.
- Must be honest and able to be trusted with confidential information. Work-related dishonesty or disclosure of confidential information will be grounds for termination.
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**Application Materials Should Include:**

- Resume
- Cover letter stating motivation and interest in the position, citing experience relevant to the qualifications and including experience with, and commitment to, our Catholic Augustinian mission, our values, and our desire to be a more diverse, equitable and inclusive institution of higher learning.

This position is subject to the successful completion of a criminal background check.

**Vaccinations and Work Location**

This is an on-campus position as employees are essential in order to provide a fully on-campus, residential college experience for our students and the community.

The COVID-19 vaccine and booster for which an individual may be eligible are highly recommended for students, faculty and staff. Merrimack College does not require proof of COVID vaccination for enrollment, employment or to be a guest on our campus.

**Statement on Our Mission**

Merrimack College is a Catholic Augustinian institution of higher education committed to building a culturally and racially diverse community. Our mission is to enlighten minds, engage hearts and empower lives and is inspired by our Catholic faith and the Augustinian tradition of seeking truth through inquiry and dialogue.

Merrimack College seeks candidates who understand, respect and can contribute to Merrimack's Catholic and Augustinian mission and values and advance our work in the area of diversity, equity and inclusion. We strongly encourage applications from members of underrepresented groups. All candidates should describe in their application previous experience related to equity, diversity, and inclusion, as well as how they will engage in fostering a culture that supports our Catholic and Augustinian mission and our values of diversity, equity and inclusion.

**About Merrimack College**

The only Catholic, Augustinian institution of higher education in New England, Merrimack College is a private, independent, coeducational institution with more than 4,000 undergraduate and 1,400 graduate students from 32 states and 37 countries. The College features more than 100 career-focused undergraduate, professional and graduate programs, all taught by exceptional faculty who are passionate about their subject and student success. The College has five schools: arts and sciences,

engineering and computational sciences, nursing and health sciences, the Winston school of education and social policy and the Girard school of business. The College's suburban 240-acre campus is approximately 25 miles north of Boston in the towns of North Andover and Andover, Massachusetts. Merrimack is a Master's Colleges and Universities/Larger Programs (M1) institution in the Carnegie Classification of Institutions of Higher Education. Merrimack is one of the fastest growing educational institutions in the country and has steadily climbed up in the U.S. News & World Report's ranking of Best Colleges, ranking 33rd in the Regional Universities North category in 2024. Merrimack is a NCAA Division I athletic institution.

Merrimack College is an Equal Opportunity Employer.

**Please contact Lieutenant Jim Chase at [chasejs@merrimack.edu](mailto:chasejs@merrimack.edu) with any questions.**