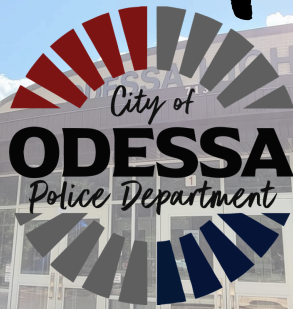


We're Hiring!



Join our team as a

SCHOOL RESOURCE OFFICER

The City of Odessa is seeking a full-time School Resource Officer. Odessa is a vibrant, historic community of approximately 5,600 people located in a strategic area for future growth, while being able to maintain the small, hometown feel that residents desire. Today, Odessa is the largest and fastest growing community in Lafayette County, situated in western Lafayette County at the intersections of US Interstate 70 (I-70) and Missouri State Highway 131. Odessa occupies about 4.1 square miles and is approximately 35 miles east of the heart of downtown Kansas City. It operates as a fourth class city and is served by a Mayor and Board of Aldermen with the City Administrator overseeing the day-to-day operations of the organization. We offer an excellent and competitive benefits package including medical, dental, and vision insurance. The City also offers 100% employer paid LAGERS retirement with the "Rule of 80", optional 457 retirement plan, short and long term disability, employer paid life insurance, generous employee leave program and twelve paid holidays.



City of



ODESSA

Missouri

Position open until filled. First review of applicants July 17, 2026.

Qualified persons should send resume, cover letter, and references to:

Josh Thompson, Odessa Police Chief

310 S First Street, Odessa, MO 64076

josh.thompson@cityofodessamo.com | www.cityofodessamo.com



SCHOOL RESOURCE OFFICER

| | |
|--------------------------------|-------------------------------|
| City Department: Police | Reports to: Lieutenant |
| FLSA Status: 1 | Standard: Hourly |
| Prepared: 4/22/2026 | Grade: |

JOB SUMMARY

Performs sworn law enforcement duties within the Odessa R-VII School District, providing safety, security, and law enforcement services while fostering positive relationships with students, staff, parents, and the community. The position balances law enforcement, education, and mentorship responsibilities; conducts investigations involving juveniles; coordinates with school officials and social service agencies; supports emergency preparedness; and maintains a visible, approachable police presence on school campuses and at school-related events.

SUPERVISION

Works under the general supervision of the Chief of Police and immediate supervision of a Lieutenant.

SUPERVISION AUTHORITY

None

DUTIES AND RESPONSIBILITIES

School Safety and Security – Provide visible law enforcement presence on school campuses; conduct interior and exterior patrols; monitor security systems; and ensure the safety of students, staff, and visitors.

Student and Staff Engagement – Build positive relationships with students, faculty, and administrators; maintain open communication; serve as a mentor, role model, and trusted resource.

Law Enforcement and Investigations – Investigate criminal and juvenile offenses occurring on school property; collect evidence; prepare reports; and submit cases to juvenile authorities and prosecutors.

Mandated Reporting and Child Welfare – Identify and report suspected abuse, neglect, or endangerment; coordinate with Children’s Division and Family Services; assist with well-being checks as required.

Emergency Response and Incident Management – Respond to emergencies, critical incidents, and threats; coordinate lockdowns, evacuations, reunifications, and emergency operations in partnership with school officials.

Emergency Preparedness and Training – Develop and deliver training for school staff and students on active threat response, reunification procedures, safety planning, and crisis preparedness.

Educational Programming – Provide age-appropriate education related to law enforcement, safety, drug and alcohol awareness, driver education, and crime prevention programs.

Liaison and Interagency Coordination – Serve as liaison between the Police Department, School District, social services, and other agencies to coordinate information sharing and response efforts.

Patrol Operations Support – Perform standard patrol duties when not assigned to school facilities, including traffic enforcement, calls for service, and community patrol.

Community Outreach and Public Relations – Participate in community events, school functions, and public engagement activities to promote trust and cooperation between law enforcement and the community.

Reporting and Documentation – Prepare detailed incident, investigation, and activity reports; maintain accurate records in department systems; and comply with CJS and departmental reporting standards.

Policy Compliance – Comply with departmental policies, City procedures, school district policies, and applicable state and federal laws.

Equipment and Vehicle Care – Maintain assigned patrol vehicle, weapons, and equipment; ensure cleanliness, readiness, and proper documentation.

On-Call and After-Hours Response – Respond to after-hours incidents, school events, emergencies, and critical incidents as assigned.

Training and Professional Development – Maintain POST certification; complete required continuing education, ICS/NIMS training, and specialized SRO coursework.

The individual in this role is expected to contribute to the team's efforts by completing other related tasks, as may be assigned.

WORK SCHEDULE

Shift work based on assignment and department need.

OCCUPATIONAL CERTIFICATES/LICENSES

- Class A Missouri POST License
- US Citizenship
- Must possess and maintain a valid Missouri driver's license
- CPR/First Aid; School Resource Officer training preferred

EDUCATION/VOCATIONAL PREPARATION

The minimum education and experience required for the position is a High School Diploma/GED and one year of previous relevant work experience. An equivalent combination of education, training, and experience may be considered.

PHYSICAL ABILITIES

- Work requires the ability to sit, stand, and walk for extended periods of time.
- Work requires the ability to complete repetitive wrist, hand, and fine motor movements.
- Work requires the ability to grasp, pull, push, and reach.
- Work requires the ability to climb and balance.
- Work requires the ability to talk, hear, listen, and comprehend.
- Work requires the ability to drive and operate mechanical equipment.
- Work requires visual acuity of 20 feet or more, 20 inches or less, depth perception, and color vision.
- Must be able to lift up to 50 pounds.
- May be required to work outside normal hours, including nights, weekends, and emergencies.
- Work requires the ability to stoop, kneel, crouch, and/or crawl.

ENVIRONMENTAL CONDITIONS

In this position, the employee will primarily work in indoor school facilities and outdoor campus and community environments. The work requires the ability to sit for extended periods of time, climb stairs, and work in high or dangerous places or possibly confined spaces. The employee may be exposed to extreme temperatures, noise, hazardous situations,

and physical trauma, as well as fumes or airborne particles and biohazards and bloodborne pathogens. The work may involve potentially life-threatening exposure to violence or emergency situations.

EQUIPMENT AND TOOLS

Toughbook/mobile data computer, patrol vehicle with emergency lights and siren, police radio, duty firearm, duty belt, body armor vest, patrol rifle, shotgun, handcuffs, taser, OC spray, baton, flashlight, radio, body-worn camera, medical equipment, Narcan, evidence collection tools, traffic control equipment, ticket book, school security systems.

MINIMUM SKILL REQUIREMENTS

- Knowledge of modern law enforcement principles and juvenile justice procedures.
- Knowledge of Missouri criminal statutes, school-related laws, and mandated reporting requirements.
- Knowledge of crisis intervention, de-escalation, and student behavioral response techniques.
- Knowledge of emergency management, reunification, and incident command principles.
- Ability to analyze situations quickly and exercise sound judgment under stress.
- Ability to communicate effectively with students, staff, parents, and the public.
- Ability to prepare accurate, thorough reports and documentation.
- Ability to establish trust and maintain positive relationships within a school environment.
- Ability to conduct investigations involving juveniles with sensitivity and professionalism.
- Ability to respond effectively to emergencies and critical incidents.
- Ability to operate law enforcement equipment and information systems.
- Ability to work independently while coordinating with supervisors and partner agencies.
- Ability to maintain confidentiality and comply with CJIS standards.
- Ability to apply conflict resolution and problem-solving skills.
- Ability to adapt to changing school and community needs.
- Ability to work in all weather conditions and varied environments.
- Ability to maintain physical and mental readiness for law enforcement duties.

MISCELLANEOUS REQUIREMENTS

The individual in this role must pass a background investigation and a drug screening.

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Certain job functions described herein may be subject to possible modification in accordance with applicable state and federal laws, and employees may be required to comply with the changes.

APPLICANT SELECTION PROCESS

Applicants will be sought via advertisements and direct recruitment. All applications will be reviewed on the basis of related experience and education. First interviews will be conducted with the applicants found to have the most experience directly related to the position. The successful applicant will be hired by the approval of the City Administrator and City Clerk. The position will remain open until an experienced, well-qualified, and motivated applicant is found.

EQUAL OPPORTUNITY STATEMENT

The City of Odessa is an Equal Opportunity Employer and complies with all applicable federal, state, and local laws prohibiting discrimination in employment. Employment decisions are made without regard to race, color, religion, sex (including pregnancy, gender identity, and sexual orientation), national origin, age, disability, genetic information, military service or veteran status, or any other status protected by applicable law.

The City of Odessa provides reasonable accommodations to qualified individuals with disabilities in the application and employment process. If you need accommodation to participate in the hiring process or to perform the essential functions of the position, you may request accommodation at any time.

Employee Signature

Employee Printed Name

Date