



FORCE PROTECTION OFFICER

5519

GENERAL DESCRIPTION OF CLASS

The FORCE PROTECTION OFFICER patrols and protects state and federal property, personnel and essential military operational resources on an Oregon Air National Guard Installation. Employees carry semi-automatic and personal protection weapons, and work in cooperation with military security personnel to maintain order and discipline. They protect mission essential (military aircraft) and non-essential resources or property. Employees respond to potential or hostile threats from armed or unarmed groups or individuals.

DISTINGUISHING FEATURES

This is the first level of a two-level series. Employees interpret and apply regulations to enforcement situations. They analyze situational information to draw conclusions and take appropriate action based on the information. Employees carry firearms, and based on procedures and personal judgment, decide the conditions under which to use their firearms, or other force procedures, to remedy an immediate danger. These decisions could result in bodily injury or death to other individuals or themselves. The class is distinguished from the higher level class of Force Protection Leader by the absence of regularly directing other state and federal security personnel.

DUTIES AND RESPONSIBILITIES

The duties listed below are not meant to be inclusive and are characteristic of the type and level of work associated with this class. Individual positions may do all or some combination of the duties listed below or other related duties.

1. Patrol and Enforcement

Enforce regulations; patrol and inspect property to verify security or to detect irregular situations. Patrol aircraft parking aprons and restricted areas to protect military aircraft. Provide armed response, in cooperation with military security personnel to alarm activations; neutralize threat to state and federal property and resources. Secure property and resources against overt and covert attacks from armed or unarmed individuals, terrorist groups, vandalism and theft; initiate appropriate action based on regulations and situation. Inspect property, facilities, munitions storage, and equipment for suspicious or irregular conditions. Challenge and apprehend suspects in accordance with state and federal regulations, policies and procedures; detain individuals until the transfer of custody to civilian law enforcement officials. Search individuals, vehicles, equipment and other property. Patrol base roadways and issue citations to violators. Participate in disaster preparedness drills and functions.

2. Record Keeping and Miscellaneous Duties

Secure crime and incident scenes; interview suspects, witnesses, and victims; photograph, sketch and measure areas; prepare reports summarizing gathered information. Provide protective measures for Presidential and other visiting dignitaries. Identify hazardous or unsafe areas, respond to hazardous spills and secure areas in support of fire personnel. Provide armed response in the event of a hostage situation. Evacuate buildings; implement control procedures in event of hijacking threat. Maintain event log of pertinent activities including date and time, known persons involved and names of any witnesses. Prepare written report of incidents and submit report to supervisor at end of shift. Report unusual occurrences while on duty.

RELATIONSHIP WITH OTHERS

Employees in this class have regular in person contact with a wide variety of persons. Contact ranges from giving information to apprehension. There is occasional contact in person or by telephone with law enforcement officials in situations where formal charges need to be filed against an individual or persons.

SUPERVISION RECEIVED

Employees in this class work under the direction of a Force Protection Patrol Leader and receive general supervision from a manager. Work assignments are updated both orally and in writing. Work is reviewed for accuracy, timeliness and the exercise of good judgment. Daily activities are monitored by a lead worker or a supervisor.

Employees use state and federal guidelines, directives and procedures to do their work. These guidelines detail authority, jurisdiction and steps to follow when patrolling and when working with other security personnel.

GENERAL INFORMATION

Employment in this class is subject to contact with hostile groups or individuals and requires a willingness to carry and use a variety of weapons. Employees work various shifts and days off, work outside in all weather conditions and walk, run, climb stairs, ladders and stand for prolonged periods of time. Positions require a willingness to work alone in empty buildings or isolated areas, and work in areas with loud background noise and aircraft exhaust.

KNOWLEDGE AND SKILLS (KS)**General knowledge of:**

Equipment, policies, procedures and strategies that promote effective security operations for the protection of people, data, property and institutions.
Techniques needed to administer temporary medical aid to injured individuals until medical personnel arrive.
Methods and regulations of safe vehicle operation for the type of vehicle(s) associated with the position.
Practices and techniques of firearm safety.

Basic knowledge of:

Group behavior and dynamics, ethnicity and cultural influences affecting human behavior.
Operation, transmission and broadcasting methods of telecommunication systems.
Typical office or administrative file, record and report systems.
Structure and content of the English language including the meaning and spelling of words, rules of composition and grammar.

Skill to:

Use logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
Be aware of others' reaction, understand why they react as they do and predict typical human behavior in stressful situations.
Give full attention to what other people are saying, take time to understand their points of view, ask appropriate questions and not interrupt at inappropriate times.
Consider the relative costs and benefits of potential actions and choose the most appropriate one(s).
Communicate, in writing, concise and accurate reports of direct observations so others will understand.
Read and understand written sentences and paragraphs in work related documents.
Adjust actions in relation to others' actions.
Communicate information and ideas verbally so others will understand.
Deal effectively with hostile, angry or confused people in crisis or adverse conditions.
Quickly respond (with the hand, finger or foot) to a signal (sound, light, picture) when it appears.
Combine pieces of information to form general conclusions including finding a relationship among seemingly unrelated events.
Listen to and understand information and ideas presented through spoken words and sentences.
Handle complaints and settle disputes or disagreements.
Apply and explain written instructions, regulations and policies.
Recognize suspicious, threatening or unusual behavior in the current situation or events.
Interview others to solicit useful information.
Maintain personal composure under adverse or stressful conditions.
Use effective armed, physical or nonphysical enforcement techniques based on the situation, instructions and procedures.

NOTE: The KNOWLEDGE and SKILLS are required for initial consideration. Some duties performed by positions in this class may require different KS's. No attempt is made to describe every KS required for all positions in this class. Additional KS requirements will be explained on the recruiting announcement.

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