



## CAREER OPPORTUNITY

### INVESTIGATION TEAM LEAD OFFICE OF ACCOUNTABILITY/SAFE AND ORDERLY SCHOOLS STATE SERVICE

**Salary Range: \$51,694.00 - \$77,617.00**

Salary will be negotiable and commensurate with experience.

#### RESPONSIBILITIES:

The incumbent will be an integral part of school safety initiatives throughout the state as a staff member of MDE in the Office of Safe and Orderly Schools, Division of School Safety. The most qualified candidate will serve as a liaison to school districts for promotion of school safety and enforcement of federal and state laws along with MDE policies and standards to ensure safe schools for students and staff. Initiatives include, but are not limited to: preparing solicitations for districts to apply for K-12 funding for school safety programs, technical assistance with bullying, restraint and seclusion training, coordination of communication between schools and emergency management agencies such as the Mississippi Emergency Management Agency, the Mississippi Office of Homeland Security, and the Mississippi Department of Mental Health, as well as coordination of required school safety training for school resource officers in areas such as ALERRT and CRASE, along with school safety workshops and conferences.

#### PREFERRED QUALIFICATIONS:

- Knowledge of school safety federal and state laws, MS Department of Education state board policies and accreditation standards.
- Experience with emergency planning and mitigation.
- Previous experience in K-12 public education environments.
- Management experience preferred but not required.
- Organized, detail oriented, self-motivated.
- Fluent in productivity software applications (email, spreadsheets, and databases).
- Ability to communicate effectively and accurately in verbal and written forms.

#### EXPERIENCE/EDUCATION REQUIREMENTS:

Typically requires a Bachelor's Degree and 6-8 years of investigative experience.

Bachelor's degree preferred.

Minimum 3 years of experience in education or law enforcement.

#### APPLY

- Visit [Mississippi State Personnel Board](#) to apply
- Deadline: April 8, 2025

#### BENEFITS

- [mdek12.org/humanresources/mde-employee-benefits/](http://mdek12.org/humanresources/mde-employee-benefits/)

#### INQUIRIES

- William Dickson  
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