



Position Announcement July 2026

Position:	Campus Police Lieutenant
Employment Status:	Fulltime
Application Deadline:	August 6, 2026
Work Location:	Macon Campus
Work Schedule:	40 hours per week, 12 calendar months per year

Position Summary:

The Campus Police Lieutenant is responsible for planning, organizing, and directing the administration of the Campus Police Department and for supervising the day-to-day activities of assigned officers. Also serves as the training officer and is responsible for the development and training of students, faculty and staff as related to law enforcement training and procedures. Maintains qualifications for employment as described by the Technical College System of Georgia (TCSG) Policy Manual and accreditation standards. Follows rules and regulations as described by the TCSG Policy Manual and other policies and procedures established by the institution. Position will require travel to any of the locations with the College's service area and other travel as assigned.

Major Responsibilities may include, but are not limited to the following:

- Assigns, plans and directs the activities of the Campus Police Department to meet the safety and security requirements of the college
- Ensures short- and long-term goals for the department training needs are accomplished and implements plans to reach the goals; monitors the pros and cons of the department's training efforts and to reach the goals. Maintains training files and records
- Monitors and supervises the activities of personnel to ensure compliance with the technical college's rules and regulations, state and federal laws, and court directives
- Interprets and applies state and federal rules, regulations, policies, and legislation as they apply to campus police and security operations
- Assists the Campus Chief of Police or designee in:
 - consulting with the administration in areas of Georgia Criminal Law and procedures; advises concerning the feasibility and appropriateness of seeking prosecution for given activities
 - preparing and recommending for approval accurate and complete training related budget information within an established time frame; supervises the purchase of training equipment
 - developing and implementing college police and security policies and procedures, including but limited to carrying and discharging a weapon
- Prepares and submit reports to meet federal, state, system and college level requirements. Completes activity reports on established basis; evaluates contents for completeness, accountability, neatness and compliance with rules and regulations
- Provides for the safety and security of students, employees, visitors and property
- Reviews all reports, timecards, and payroll information for assigned personnel

- Measures the effectiveness of campus police operations in the delivery of routine and emergency response
- Responds to emergency and non-emergency calls for service
- Attends meetings with local law enforcement and emergency management personnel
- Maintains certifications as necessary to meet state requirements
- Completes all assigned trainings in a timely manner
- Other responsibilities as assigned

Competencies:

- Knowledge in college policies, procedures and regulations relating to campus safety and security including emergency response plans
- Knowledge of and skill in the operation and maintenance of security systems, fire alarm panels and panic alarm systems
- Skill in the operation of computers and job-related software programs
- Oral and written communication skills
- Skill in interpersonal relations and dealing with the public
- Ability to work weekends, holiday and day, evening and morning shifts
- Ability to differentiate between colors
- Ability to exercise good judgement and discretion
- Ability to follow written and oral instructions and directives
- Ability to quickly observe situations and make an appropriate response
- Ability to learn methods to de-escalate and respond to situations involving staff, students and visitors
- Ability to remain on feet for long periods of time
- Ability to work in an indoor and outdoor setting in various seasonal weather conditions

Physical Requirements:

This position requires prolonged standing and walking, job duties are performed in an indoor setting as well as outdoor setting.

Campus Security Authority Designation:

Under the *Jeanne Clery Campus Safety Act*, this position is designated as a Campus Security Authority (CSA). A CSA is an individual, who by virtue of their college responsibilities and under the [Clery Act](#), is designated to receive and report criminal incidents to the CGTC Chief of Campus Police so that the information may be included and published in the college's Annual Security Report.

Scheduled Work Hours / Location:

This position will be assigned to the Macon Campus. Position will require a flexible schedule to include day/evening or weekend hours with travel to additional CGTC locations and other travel as needed.

Minimum Qualifications: *Must upload transcripts which show conferred educational degrees and document qualifications in the employment history:*

- Earned Associate degree from an accredited institution from an academic institution accredited by an institutional accrediting agency recognized by the United States Department of Education and documented two (2) years' experience and current P.O.S.T. Certification (PBLE certification)
OR
- Documented four (4) years' experience as a certified police officer, and current P.O.S.T. Certification (PBLE certification)

Preferred Qualifications, in addition to minimum qualifications: *Preference may be given to applicants who, in addition to meeting the minimum qualifications, provide transcripts of conferred degrees and demonstrate in the employment history possession of one or more of the following:*

- Documented experience working in a post-secondary educational setting
- Documented Georgia P.O.S.T. Certified Training Instructor
- Documented Georgia P.O.S.T. Certified Firearms Instructor
- Documented Georgia P.O.S.T. Certified Field Training Officer (FTO)
- Documented five (5) years or more experience as a police officer in a supervisory role at the rank of Sergeant or above
- Documented working knowledge of Power DMS

Salary / Benefits:

The selected candidate can expect to receive a contingent offer with an annual salary of mid \$50s. This is a fulltime position scheduled to work all 12 months a year and at 40 hours per week. Position is eligible for state benefits to include retirement, insurance, leave accrual and holiday pay. CGTC is a member of Teachers Retirement System of Georgia (TRS) and Employees Retirement System of Georgia (ERS).

Application Procedure:

Applicants are required to complete the employment application in full and provide supporting documentation by the stated closing deadline for the position. GCTC does not accept mailed, faxed, or hand-delivered applications.

Applicants who complete the application procedure will be evaluated for meeting the position requirements based on the published job responsibilities, meeting the minimum and preferred qualifications based on the educational history, employment skills presented under job duties in the application system against the published job announcement. A completed application packet consists of the following:

1. A completed CGTC electronic application in the CGTC application portal.
2. As applicable, applicants for instructional positions are asked to provide a resume in addition to completing the CGTC application. Applicants for non-instructional positions may provide a resume if they wish. Submission of the resume does not replace the requirement to complete the CGTC electronic application.
3. Postsecondary transcripts that demonstrate the conferral of the degree, if applicable, and demonstrates the applicant meets the educational minimum requirements and, if applicable, the preferred educational requirements (*grade reports and diploma copies are not accepted in lieu of transcripts*)
4. Positions requiring a High School Diploma or GED as a minimum qualification do not have to submit a HSD/GED transcript documentation as part of the application process
5. Non-photo license(s) and/or certification(s) which fulfill the minimum, and if applicable the preferred qualifications stated in the job announcement

Incomplete application packets at the time of the position closing may not be considered. It is the responsibility of the applicant to obtain and upload the application documentation by the stated deadline.

For more information concerning our application process or available positions, please contact the Human Resources Office at 478-757-3449 or 478-218-3700 or via email to cdominy@centralgatech.edu.

All applicants are subject to the following applicable pre-employment screenings:

Criminal History Records	Motor Vehicle Records
Employment References	Pre-Employment Drug Test
Fingerprint Records	Credit History Records
Psychological Screening	Medical Examination

Equal opportunity and decisions based on merit are fundamental values of the Technical College System of Georgia (TCSG). The TCSG State Board prohibits discrimination on the basis of an individual's age, color, disability, genetic information, national origin, race, religion, sex, or veteran status ("protected status"). No individual shall be excluded from the participation in, denied the benefits of, or otherwise subjected to unlawful discrimination, harassment, or retaliation under, any TCSG program or activity because of the individual's protected status; nor shall any individual be given preferential treatment because of the individual's protected status, except the preferential treatment may be given on the basis of veteran status when appropriate under federal or state law.

Central Georgia Technical College is an equal opportunity employer. All employment processes and decisions, including but not limited to hiring, promotion, and tenure shall be free of ideological tests, affirmations, and oaths, including diversity statements. The basis and determining factor for such decisions should be that the individual possesses the requisite knowledge, skills, and abilities associated with the role, and is believed to have the ability to successfully perform the essential functions, responsibilities, and duties associated with the position for which the person is being considered. At the core of any such decision is ensuring the institution's ability to achieve its mission and strategic priorities in support of student success.

The following person has been designated to handle inquiries regarding the non-discrimination policies:

The Title IX/Section 504/ADA Coordinator for CGTC nondiscrimination policies is Cathy Johnson, Executive Director for Athletics and Compliance, Room A136, 80 Cohen Walker Drive, Warner Robins, Ga, 31088; Phone (478) 218-3309; Fax (478) 471-5197; Email: cjohnson@centralgatech.edu.

All application materials are subject to the Georgia Open Records Act O. C. G. A. §50-18-70.