



WEST VIRGINIA STATE UNIVERSITY

Campus Police Officer University Police Department

West Virginia State University

Founded in 1891, West Virginia State University (WVSU) is a public-land grant institution, which was originally founded as a historically black university, but which has evolved into a fully accessible, diverse, and multi-generational institution serving approximately 2,600 students. WVSU offers 23 undergraduate and 6 graduate degrees, along with one doctoral degree. WVSU competes in athletics at the NCAA Division II level in 7 men's sports and 8 women's sports. WVSU is located in Institute, WV, a suburb of Charleston, the largest city and the capital of West Virginia. With more than 200,000 people living in the metropolitan area, it is an active, exciting and engaging community, boasting cultural and historical events, music, festivals and entertainment.

Position Description

The Campus Police Officer is responsible for protecting the safety and security of students, faculty, staff, and visitors on the campus of West Virginia State University. Officers enforce federal, state, and local laws as well as university policies, respond to emergencies, and help maintain a safe and orderly learning environment.

This position is a **non-classified, essential, FLSA non-exempt, full-time position with benefits** and reports to the **Chief of Public Safety**.

Key Responsibilities for the Campus Police Officer

- Patrol campus buildings, grounds, and surrounding areas to ensure safety and security
- Enforce federal, state, and local laws and university regulations
- Respond to calls for service, emergencies, alarms, and incidents
- Conduct preliminary investigations and prepare written reports
- Provide traffic and parking enforcement on campus
- Monitor campus access and security systems
- Provide assistance, information, and directions to students, employees, and visitors
- Assist with crowd management and safety at campus events
- Maintain positive community-oriented policing relationships with the campus community
- Perform other duties as assigned

Minimum Qualifications for the Campus Police Officer Senior

- Associate degree, vocational/technical degree, or equivalent training in criminal justice or a related field preferred
- Minimum 6 months of law enforcement, security, or military experience
- Current West Virginia Law Enforcement Certification, or eligibility to be recertified by the West Virginia Basic Law Enforcement Academy
- Valid West Virginia Driver's License
- Ability to pass:
 - Drug screening
 - Physical examination and agility testing
 - Criminal background investigation
 - DMV records check
 - Psychological evaluation

Applicants must establish residency within one hour of WVSU within 90 days of hire.

Salary Statement

\$40,000 to \$45,000. Salary will be commensurate with experience.

Benefits of Full-Time Employment

West Virginia State University offers a comprehensive benefits package designed to support the health, financial security, and work-life balance of its employees. Benefits include employer-sponsored health insurance through PEIA with prescription coverage, access to wellness programs, and the option to enroll in dental, vision, hearing, and other supplemental insurance plans. Employees may also participate in health savings accounts and flexible spending accounts.

The university provides employer-paid basic life insurance and offers optional additional coverage. Retirement benefits are provided through the TIAA retirement plan with a 6% employer match for employees contributing 6% of their salary.

Full-time employees accrue two days of annual leave and one and a half days of sick leave per month, along with eligibility for family medical leave, military leave, workers' compensation, and unemployment coverage. Additional benefits include educational assistance opportunities, access to the university's Employee Assistance Program, and other university amenities.

To Apply:

First consideration will be given to applicants who submit a resume, cover letter, academic transcripts, and the names and email addresses or phone numbers of three professional references by April 9, 2026. The position will remain open until filled. All requested information must be submitted for your application to be considered.

Please submit application materials via email to jobs@wvstateu.edu or mail to:

West Virginia State University
Department of Human Resources
P. O. Box 1000, 324 Ferrell Hall
Institute, WV 25112

West Virginia State University conducts criminal background checks on all job candidates upon acceptance of a contingent offer. Any offer of employment is contingent upon the satisfactory completion of a background check.

West Virginia State University is an equal opportunity employer committed to providing access, equal opportunity, and reasonable accommodation in employment and in its services, programs, and activities. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, age, protected veteran status, or disability. Individuals who require reasonable accommodation to participate in the job application or interview process should contact the Disability and Accessibility Resources unit at 304-766-3083 or ada@wvstateu.edu