

Job Title: ASSISTANT DIRECTOR, SAFETY TECHNOLOGY

Requisition ID: 24855

Work Location: SAFETY & SECURITY OPERATIONS

City: FT LAUDERDALE

POSITION GOAL

To maintain all technology related to Safety and Security throughout the District consistent with modern information technology, implementation, testing, configuration, and support of systems related to safety technology. The position is also responsible for directing, coordinating, and implementing processes and practices related to the planning and rollout of current and future safety and security technology.

ESSENTIAL PERFORMANCE RESPONSIBILITIES

The Assistant Director, Safety Technology shall carry out the essential performance responsibilities listed below:

- Supervise staff as assigned in the performance of job duties.
- Direct, coordinate and implement organization wide processes related to risk assessment and prevention, preparing for, managing, and recovering from adverse events or incidents in the District.
- Manage project status, risks, and issues, providing both verbal and written communications to all stakeholders.
- Manage stakeholder expectations and collaborate to acquire necessary information and direction regarding IT Safety projects.
- Collaborate with the IT management teams, in the development of long- and short-range IT Safety Technology plans.
- Manage budgets, personnel, and external vendors to accomplish projects and achieve success.
- Assist in managing Safety and Security technology applications including associated project planning, configurations, customizations, securitization, management, support, and hosting of associated applications.
- Knowledge of building construction, permitting, fire protection (NFPA) guidelines and wiring as defined by Florida, Broward County, and Broward County Public Schools standards would be extremely beneficial otherwise required to familiarize within 6 months of commencement.
- Provide recommendations for improvement in policies, procedures, plans, drills and/or training criteria.
- Serve on district committees, as assigned.
- Partner with respective law enforcement agencies as required to accomplish the goals of the IT Safety Technology department.
- Work closely with district and school-based safety and security employees to develop, disseminate, and train staff on technology related to safety and security projects.
- Assist with the coordination and implementation of communication strategies with various internal and external stakeholders to drive awareness and understanding of the District SSEP programs.
- Prepare and analyze risks reports and recommends solutions.
- Coordinate training programs related to safety, security and emergency preparedness for district school-based staff and administrators.
- Provide documentation, guidance, and training to all department staff.
- Define and communicate project milestones, service level agreements, and resource allocation to management and other stakeholders.
- Serve as the primary liaison between the Information Technology Division and all senior leaders of the associated customer departments.
- Work with consultants and vendors as required to bring new systems and applications online.
- Perform and promote all activities in compliance with the equal employment and non-discrimination policies of The School Board of Broward County, Florida.
- Participate in the training programs offered to enhance the individual skills and proficiency related to the job responsibilities.
- Review current developments, literature and technical sources of information related to job responsibilities.
- Ensure adherence to safety rules and procedures.
- Follow federal and state laws, as well as School Board policies.
- Perform other duties as assigned by the immediate supervisor, or designee.

MINIMUM QUALIFICATIONS & EXPERIENCE

- An earned bachelor's degree in criminal justice, organizational security management, cybersecurity computer science, information technology, management information systems or related field from an accredited institution.
- A minimum of five (5) years within the last eight (8) years of experience in the field related to the title of the position with at least three (3) years of experience in a supervisory capacity.
- Able to work at a technical level of competence where tasks can be carried out with minimal supervision.
- Able to prepare comprehensive, easily understood reports.
- Excellent verbal and written communication skills.
- Computer skills as required for the position.

PREFERRED QUALIFICATIONS & EXPERIENCE

- An earned master's degree in criminal justice, organizational security management, cybersecurity computer science, information technology, management information systems or related field from an accredited institution.
- Valid certifications in Project Management Professional (PMP), Associate Protection Professional (APP), Certified Protection Professional (CPP), Crime Prevention through Environmental Design (CTPED), Physical Security Professional (PSP).
- Bilingual skills

SIGNIFICANT CONTACTS-frequency, contact, purpose

Frequently interacts and/or meets with District and School-based staff as well as the IT Division staff,

PHYSICAL REQUIREMENTS

Light work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or up to 10 pounds of force as needed to move objects

TERMS OF EMPLOYMENT

Salary and benefits shall be paid consistent with the District's approved compensation plan. Length of the work year and hours of employment shall be those established by the School Board.

LINK TO JOB DESCRIPTION

To review the complete job description for this position, access the following website:
<https://www.browardschools.com/Page/36072> and search by Job Code. The Job Code for this position is: R -071

SKILLS

COMPETENCIES

CERTIFICATIONS

LOCATION PREFERENCES/ADDITIONAL INFOR

Advertisement Window: 09/28/2026 - 10/12/2026

Work Calendar: 244 Day Cal

Classification: Exempt

Compensation:

Educational Support Management Association of Broward, INC. (ESMAB)

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