THE KING'S ACADEMY

Job Title: Security Officer
Job Status: Full-Time, 11 months
Exempt Status: Non-Exempt
Department: Operations
Reports to: Director of Safety & Security

Job Summary

TKA is a Christ-centered school grounded in a Biblical worldview, and we are looking for a Security Officer who is a follower of Jesus Christ and is dedicated to the school's Christ-centered mission. The primary responsibility of this position is to maintain an active security posture throughout the campus with special attention given to the safety of the whole school community, including guests and visitors.

Essential Job Functions

Regular Activities

- Mentor a group of students by meeting daily as part of the school's home group program
- Patrol premises and conduct perimeter checks regularly to maintain order and establish presence
- Assist administration with traffic duties as well as student lunchtimes
- Periodically monitor surveillance cameras to identify any security risks
- Provide rapid response to suspicious activities, incidents or critical situations
- Be a primary point of contact with local first responders for security related issues
- Oversee the enforcement of safety procedures, regulations, and TKA visitor policies
- Arrange third party security for large events as needed
- Manage crowd control, handle aggressive behavior, and assist with emergency evacuations
- Ensure trespassers are removed from the area
- Investigate alarms and provide the appropriate response
- Assist with scheduling safety inspections and ensuring results are posted with City
- Document all physical security breaches/incidents and actions taken
- Mitigate potential risks by collaborating with key stakeholders as a Crisis Response Team member
- Stay current on training and trends in the security and safety field
- Recommend campus safety improvements
- Assist facilities with set-up and tear down as requested
- Be the face of security for the school and assist people in need on campus

Qualifications

Education and Experience

- High School Diploma or Equivalent
- 5+ years working in security, military or law enforcement
- BSIS Security Guard License with Firearm and Air Taser certifications (*can be obtained after hire*)
- CPR, First Aid, and AED certifications required
- Knowledge of applicable laws regarding public safety

Skills and Abilities

- Strong leadership qualities, mentoring skills, and interpersonal skills
- Excellent skills in communicating both orally, over radios, and in written form

- Must present as approachable, open, professional, and positive
- Demonstrate the ability to lead by example
- Maintain high level of integrity and professionalism, handling sensitive and confidential information
- Ability to multitask under stressful or intense circumstances
- Exercise independent judgment utilizing analytical and problem solving skills

Core Characteristics

- Commitment to loving and serving Jesus Christ and supporting the school's mission
- Ability to work under pressure and in a fast-paced environment
- Able to remain calm and decisive in times of relative disruption of high tension situations
- Positive, flexible, resourceful and solution-oriented
- Able to understand, love, and relate to students
- Must be active (or pursuing) community in a local Christian body of believers
- Must have compatible theology in line with TKA's Statement of Faith and Lifestyle Agreement

Working Conditions & Physical Requirements

- Required to walk the campus throughout the day (up to 6-8 hours on feet daily)
- Work will be performed from the campus
- May occasionally have to lift up to 80 pounds
- Work is generally performed **year round Monday-Friday. Schedule is flexible to ensure coverage from 7:30 AM to 6:00 PM**
    - You will receive 22 days off during the summer
    - This position will occasionally require you to work overtime, nights, and weekends per the events calendar

Salary & Benefits

- TKA offers a comprehensive benefits package that includes medical, dental, and vision insurance. Additionally, TKA has an HSA and FSA plan, Employee Assistance Program, 403(B) base with matching contributions, basic life insurance, paid time off, and paid professional development.
- **Pay Grid:** Security Officer
- **Pay Grid Range:** $39.43-$52.03 per hour
    - *Salary is based on a preset pay grid and determined by education and experience; Most candidates enter in the lower to middle range.*

Please Note:

Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time; therefore, this job description is subject to change.

To apply for this position, please click our application link to be redirected to our recruiting website.