

**Confidential Client**

## DIRECTOR OF CAMPUS SECURITY & SAFETY

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### POSITION SPECIFICATIONS

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#### **The Client**

Our client, an outstanding **Midwestern** institution of higher learning, invites applications for the position of **Director of Campus Security & Safety** from leaders who bring a commitment to safety within a learning community and demonstrate significant experience in serving a diverse population. This is an important opportunity for an experienced professional to have a significant impact on the culture and effectiveness of the department in its support of the school's mission, and the safety and wellbeing of the campus community, and its members.

The client elects to keep their identity confidential at the initial stages.

#### **The Director**

Reporting to a Vice President, the Director is responsible for campus safety, including security operations for the campus, and a collaborative working relationship with local law enforcement. Operationally, the Director will be expected to support and work in strong alignment and sustain collaboration with the Cabinet on matters pertaining to student safety and wellbeing. The Director will provide leadership, administrative direction, and strategic planning for the Security & Safety Department, establish and monitor yearly performance measures that align with institution goals, while applying superior leadership skills and knowledge to provide safety to all members of the institution's diverse community. To do this, the Director will manage the security staff, budget, and operations of a 24-hour-a-day, 7-day-a-week operation. The Director will also take a critical role in providing direction and advice to campus administration during emergencies or crisis situations as well as coordinate with regional law enforcement agencies, as necessary.

The Director will be an exemplary leader and manager with command experience, and an experienced safety and security officer in the field. The Director will create and implement a vision to inspire all, be a leader who empowers and supports department staff members, sets annual measurable standards and requires and supports on-going training and professional development. As a visible member of the institution community, the Director will interact with numerous groups of constituents outside the

Department to move a safety agenda forward in alignment with the institution's values. The Director will embrace and demonstrate the core values and mission of the institution, and bring an understanding of serving a complex campus, and its members, including its diverse student population, and will carry forth this knowledge and work with the officers and staff.

## Responsibilities

- Provide exemplary campus safety services to all components of the diverse community including creating a culture of stability, respect, and fairness, while strengthening the sense of community and inclusion within the Safety department
- Support and professionally develop a high caliber campus safety team
- Review and assess the department's operations, procedures, and practices to ensure efficiency and effectiveness
- Serve as an advisor to campus leadership on matters of safety and be a visible, engaged campus leader
- Communicate and model an ethos of partnership and collaboration
- Oversee 24/7 campus safety operations, ensuring policy compliance and procedural effectiveness.
- Develop and execute budgets, investigations, and security to maintain campus safety.
- Collaborate with institutional departments and external law enforcement
- Communicate safety concerns, issue alerts, and implement crime prevention strategies
- Ensure compliance with security regulations, including Clery Act reporting and Title IX responsibilities.

## Education & Experience

- Bachelor's degree from an accredited college or university
- History of prior law enforcement and/or military experience preferred
- Six years of management and administrative responsibility
- Union workplace experience

## Compensation

- Compensation range is \$102,000 - \$110,000 and includes a superb benefits package and PTO.



## **Application Process**

CBIZ Talent & Compensation Solutions, an executive search firm, is assisting our client with this important search. All calls and inquiries should be made through the search firm. Nominations and applications will be held in strict confidence. Review of applications will begin immediately and will continue until the position is filled.

- **STEP 1: Complete Online Application**
  - Click [here](#) to begin. OR
  - Copy/paste the URL into browser: <https://www.surveymonkey.com/r/DCS-Conf>
- **STEP 2: Submit Your Application Materials.** Send the following documents in **PDF format**:
  - Cover letter
  - Résumé or curriculum vitae (CV)

### **Submission Details:**

- **Email to:** [ApplyHigherEd@CBIZ.com](mailto:ApplyHigherEd@CBIZ.com)
- **Email Subject line:** Confidential *DCS Application*

## **Key Dates**

- Review of applications will begin immediately and will continue until the position is filled.

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