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# MAKECHRISTKNOWN

## *Title*

Security Team Member

## *Purpose*

The Security Team Member will be part of a close-knit team of people who have expertise and experience in safety, security and risk management, given the goal of preparing staff and volunteers of the church to respond appropriately to safety and/or security issues as they occur in various church settings.

## *Responsible to*

Security Team Leader / Support Leadership Team

## *Description of duties*

- Attend Security Team meetings and all training sessions.
- Follow procedures established by the Team Leader when issues arise, and advise Team Leader when any part of the plan may need to be reworked.
- Work closely with volunteers and staff to help them understand written instructions to be followed in case of emergencies (there will be different procedures for different emergencies).
- Review written procedures regularly, and offer input to Team Leader for changes if you think any are needed.
- Attend and/or conduct regular training session and evacuation drills with staff and key volunteers.
- Attend and/or conduct regular audits of security procedures to ensure they work and that they are being followed.
- Submit detailed incident reports to Security Team Leader.

## *Time requirements*

The security team would be “on-call” during all services and programming. Time would depend on actual emergency events.

## *Term*

This position would benefit from someone who is able to make a commitment of at least two years.

## *Training and resources*

The Security Team Leader and other Security Team members will provide training and resources.

## *Qualifications, skills and gifts*

- Background in law enforcement, security, construction, medical field, human resources, or insurance
- Follows orders well, AND is a good leader
- Is able to follow projects through to completion without supervision
- Good communication skills
- Skilled at working in sensitive situations
- Gifts the Security Team member would have may include Service, Helps and Compassion

***Benefits to the Worker***

The security team member has been specially prepared to do the job of protecting the church members, staff and facilities to the best of his or her ability from harm. It is a job few can do without proper training. The team member contributes to creating a safer and more secure place to worship.