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Position Title:	Campus Safety Officer
Hours/week:	20 (part-time)
Reports To:	Finance Senior Director
Classification:	Hourly/non-exempt
Pay Range:	\$18.00 - \$25.00 per hour
Benefits:	Eligible to participate in 403(b); 1 hour paid sick leave for every 30 hours worked

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This staff position is essential in the ministry of Woodmen Valley Chapel (Woodmen) to spread the gospel and expand God's kingdom by gathering, connecting, growing and contributing. The individual in this role is to fulfill the following responsibilities in such a way as to demonstrate and live out Woodmen's vision to love well and change lives through Christ.

**PRIMARY RESPONSIBILITIES:**

1. Ability to serve with Campus Safety Teams on multiple campuses
2. Specific mid-week and weekend assignments as designated by Campus Safety Coordinator
3. Is continuously vigilant to the physical and personal security of persons and the facilities
4. Responsible for the constant alertness of physical and personal issues of health, welfare and safety for the persons attending and present at assigned gatherings
5. Identifies problems and provides on-the-spot corrective action for the safety of staff and attendees
6. Other duties as requested by Campus Safety Coordinator

**SKILL/ABILITY/KNOWLEDGE REQUIREMENTS**

1. An ongoing relationship with Jesus Christ demonstrated by regular prayer, Bible study, and worship attendance
2. A regular attendee and Commissioned Leader of Woodmen who supports the church vision and values, as well as contributes time and tithes and adheres to Woodmen's Statement of Faith and all policy and belief documents
3. Minimum of one year security experience in a church, school, or non-profit environment
4. A strategic thinker with the ability to manage, mobilize, motivate as well as communicate with staff and Ministry Partners (MPs)
5. A relational person with the ability to speak clearly and confidently, both to groups and one-on-one
6. Ability to remain calm under crisis and effectively delegate and keep situations under control
7. A non-judgmental personality able to work with people from a variety of backgrounds and experiences
8. Ability to maintain the confidentiality of sensitive information
9. Ability to intuitively "read" those around him/her and be sensitive to how to respond
10. High energy with ability to move quickly around the campus
11. Ability to attend evening activities, as needed
12. Must have valid Colorado Driver License and reliable transportation
13. Able to lift and carry up to 40 lbs. (e.g., equipment, office supplies)
14. Weekend work schedule is required
15. Will attend all Campus Safety team training and firearms training
16. Will be qualified in lethal (Colorado P.O.S.T.) and non-lethal force options
17. Has/is able to obtain and hold Concealed Handgun Permit (CHP)
18. Will be certified in CPR/First Aid/AED
19. Will work well with, and be receptive to, other Woodmen ministries