



|| DIRECTOR OF SECURITY (Part-Time)||

St. Teresa's Academy

St. Teresa's Academy (STA) is a Catholic, accredited, college-preparatory high school that provides young women with a premier education that includes a rigorous academic curriculum and technology program, award-winning arts and athletics programs, and service and mission opportunities. STA, founded by the Sisters of St. Joseph of Carondelet, educates young women to think critically, encourages them through Catholic values to serve others, and empowers them to make a profound impact on the world.

The Director of Security is responsible for developing, implementing, and overseeing comprehensive safety and security programs that protect students, faculty, staff, visitors, and school property. This role emphasizes a proactive, student-centered approach to campus safety, fostering a secure environment. The ideal candidate demonstrates calm leadership under pressure, strong ethical judgment, and a commitment to student well-being.

|| Responsibilities ||

- **Campus Safety & Security:** Develop, implement, and continuously evaluate campus security policies, procedures, and protocols. Oversee daily security operations for all school facilities, events, and activities. Conduct regular risk assessments and safety audits of campus buildings and grounds. Coordinate emergency preparedness plans (lockdowns, evacuations, shelter-in-place). Serve as primary incident commander during emergencies until relieved by authorities. Provide patrol backup for part-time Security Officers.
- **Personnel & Operations:** Supervise and schedule security staff and contracted services. Provide training for security personnel, faculty, and staff on safety procedures and emergency response. Maintain accurate incident reports, logs, and documentation. Establish a visible, approachable presence on campus to build trust with students and staff.
- **Collaboration & Communication:** Work closely with school leadership and student services to address safety concerns. Serve as liaison with local law enforcement, fire departments, and emergency responders. Communicate safety protocols clearly to students, parents, faculty, and visitors. Assist with safety planning for special events and after-school programs.
- **Policy, Compliance & Risk Management:** Ensure compliance with local, state (Missouri), and federal safety regulations. Support Title IX, child protection, and safe environment initiatives. Monitor and manage security systems (cameras, access control, alarms). Maintain systems for parking, lockers, and student security fobs.

|| Qualifications ||

- Bachelor's degree in criminal justice, security management, emergency management, education, or related field (or equivalent experience) required.
- Minimum of 10 years of experience in school security, law enforcement, or emergency management.
- Demonstrated experience in crisis management and emergency response.
- Ability to pass background checks and diocesan safe environment requirements.
- Meets Kansas City, Missouri requirements under Title 17 (firearms training).
- Experience in a K-12 school setting preferred.
- Law enforcement or military background preferred.
- Relevant certifications (CPR/First Aid, ICS, School Safety).
- Calm, decisive leadership under pressure.
- Excellent communication and conflict de-escalation skills.

- Strong ethical judgment and discretion.
- Knowledge of modern security technologies and systems.

|| St. Teresa's Academy is an Equal Opportunity Employer ||