



Security Director

Full-time position with a standard schedule of Sunday through Thursday, and some off-hours events.

About this role: This position provides leadership for the Security Team, overseeing safety and security protocols and procedures across the church and campus. The role reports to the Pastor of Facilities and Security.

Security Team Volunteers:

- Primary leader and point of contact for Security Team volunteer members
- Lead and manage the annual training calendar, including the Winter Conference
- Monthly scheduling for the Security Team members (Sun, Sun PM, Wed)
- Organization of the Security Team's Room 712, including Person-of-Interest information, church announcements, and bulletin board
- Primary contact for the onboarding & processing of new volunteers
- Involvement with volunteer background checks
- Responsible for the Security Team's Operations Orders for internal and external events
- Additional armed security person on-site for weekdays & events
- Order ammo for the Security Team range training
- Prepare and maintain documentation for those approved to carry on campus
- Oversees safety protocols and procedures for off-site church events, camps, and at Life Camp in Newaygo, MI

Security Staff:

- Overall leadership responsibility for the weekday SO Team (Security Officers)
- Lead and manage training for the SO and Watch Command Teams
- Process time keeping and payroll for the SO and Watch Command Teams
- Process performance reviews and hold disciplinary meetings when needed

Church-Wide Responsibilities:

- Functions as the primary weekday Security Officer
- Coordinator for weekday RLC staff EAP drills and CPR/AED training
- Lead RLC staff members of the Emergency Response Team (ERT)
- Acts as the primary point of security coverage for internal and external events, as well as special services (Christmas, Easter, etc.)
- Ensures proper operation and integration of security technology (cameras, access systems, locking mechanisms, and lighting) at both the church and Life Camp in Newaygo, MI

Position Requirements:

- Armed (Certified by RLC)
- Previous church safety & security team experience

- Proficient in Google Office Suite and web-based tools (Gmail, Sheets, Slides, Docs)
- Must exhibit a personal and growing relationship with God and a teachable spirit.
- Must be committed to continual learning and growth. Must agree and align with the mission, vision, and leadership of Res Life Church.
- We expect that this role will attend one Sunday morning service weekly in person to become or remain familiar with our culture, beliefs, and structure, and more effectively fulfill this role.
- We request this role to actively volunteer for a Res Life ministry outside their work role and schedule to support our goal of winning souls and making disciples.

Preferred but not required:

- Prior law enforcement or military experience

Physical Requirements:

- Must be able to lift up to 50 lbs
- Must be in good physical condition and able to run the length of the RLC building, including using stairs, and afterward be able to function effectively with problem-solving skills or weapons handling.

The above duties, activities, or responsibilities may be supplemented periodically.