

SECURITY MANAGER

FONDATION LIFESONG HAITI

JOB TITLE: Security Manager

DEPARTMENT: Security

SUPERVISOR: General Manager and Executive Director

Fondation Lifesong Haiti is a Christian Mission based in the rural area of Bercy, in Cabaret, in Haiti's Ouest department. providing education and life skills to orphans in Haiti. Lifesong is currently seeking an experienced security manager with extensive experience who will assume responsibility for all aspects of security for Lifesong operations including its campus in Bercy and program in northern Haiti. The successful applicant's primary responsibility will be to maintain a forward-thinking approach that analyzes and prevents security incidents before they occur. The applicant will also have a friendly, flexible approach that integrates well into Lifesong Haiti's administrative team.

GENERAL JOB DESCRIPTION:

- Monitor security situation in Haiti and adjust Lifesong security measures accordingly.
 - ◊ Monitor national security networks
 - ◊ Establish regular communication with local police and authorities
 - ◊ Establish communication with Haiti National Police (HNP)
 - ◊ Develop other informal security contacts
- Advise Lifesong Director and administrative staff daily of security status, issues, and adjustments.
 - ◊ Advise of potential threats from within community, region, and country and suggested actions/adjustments to security posture.
 - ◊ Serve in an advisory capacity to Executive Director, however when disagreements or differences of opinion occur regarding life-threatening security issues, Security Manager may report/consult directly with Lifesong VP Operations.
- Lead regular Security Briefings at least on a monthly basis with Lifesong VP Operations, Lifesong Haiti Board Chair, and Lifesong Haiti Executive Director.
 - ◊ Participate/report as needed/requested in Lifesong Haiti Board meetings.
- Supervise and train security guards including campus oversight, self-defense, communication.
- Develop excellent relationships with Lifesong staff and the local community.
 - ◊ Develop relationships that emphasize trust not authority.
- Maintain excellent working relationship with security company
- Assess, reinforce and improve all existing security protocols on campus
 - ◊ Protect Mission's personnel and assets from all acts of theft, assault, fire and other safety-related issues
- Respond to all safety and security related emergencies on campus and staff related.
- Develop and implement emergency plans
- Develop/revise an evacuation plan for the organization

- Supervise and assure safe travel and transport for all Lifesong authorized activities.
 - ◊ Purchasing
 - ◊ Payroll
 - ◊ Meetings
- Advises on gear, uniforms and equipment purchases for security staff and for Lifesong.

QUALIFICATION FOR THE JOB

Lifesong is seeking to hire a full-time security manager with the following qualifications:

- Reflects values and approach of Lifesong to life and ministry
- Reflects highest ethical standards and encourages the same in others
- Friendly, flexible, team-oriented, professional a minimum of 5 years' experience in security management for an international organization.

Education:

- Bachelor's degree in related field or relevant experience
- Law Enforcement/Military Training

KEY COMPETENCIES

- Management in executive security services
- Tactical experience
- Defensive/evasive driving and experienced in use of armored car.
- Strong leader/communicator, fluent in English, French, Haitian Creole
- Computer literate

PHYSICAL REQUIREMENTS

- Must be in very good physical condition
- Able to lift 50-70 lbs. regularly
- Able to work on feet for extended hours

REPORTS TO:

- Lifesong Haiti Executive Director

Also will have direct line of communication to:

- Lifesong Haiti Board Chair
- Lifesong U.S. VP Operations

