



Aurora
Public
Library
District

Safety and Security Manager – Full Time

Are you a safety/security professional who wants to make a difference in your community? Does the idea of approaching safety and security with empathy and a focus on de-escalation interest you? Are you skilled at building relationships with staff and community partners? If so, the Safety and Security Manager for the Aurora Public Library District may be the role for you!

In this role you will:

- Manage relationships with external security vendors and contractors. Ensure that vendors meet performance standards and deliver effective services in line with contractual agreements.
- Design, implement and enforce safety protocols and procedures to minimize risks and hazards to staff and visitors.
- Proactively collaborate with library staff and outside agencies, such as social workers, mental health professionals, law enforcement and emergency responders to anticipate, prevent and respond to serious and emergency situations.
- Oversee the response to customer incidents and review incident reports to identify root cause areas for training opportunities.
- Conduct regular audits of security systems and procedures to identify strengths and opportunities.
- Collaborate with the safety committee to provide ongoing training and education to staff on safety procedures, emergency response protocols and security measures.
- Conduct regular risk assessments to identify vulnerabilities and develop strategies to mitigate potential risks.

You will need to have:

- A bachelor's degree in criminal justice, security management or a related field. Relevant experience in lieu of a degree will be considered.
- Proven experience in safety and security management, preferably in a public sector or municipal setting.
- Knowledge of security principles, practices and technology
- Proven experience in de-escalation and conflict resolution techniques
- Strong communication and interpersonal skills, with proven ability to interact effectively with employees at all levels of the organization
- The ability to work effectively and build relationships with a culturally diverse workforce and community
- The ability to work under pressure and handle sensitive situations with discretion and empathy
- Proficiency with Microsoft Office Suite
- Spanish language skills strongly preferred.

Here's what you'll get:

- Competitive salary – range starting at \$70,000/year
- Paid vacation, holiday, personal and sick days
- Medical, Dental and Vision coverage
- IMRF pension plan
- 457b Retirement Plan
- Life Insurance
- Professional development opportunities

To apply:

If this sounds like the role for you, please send your application, resume, and cover letter to hrdirector@aurorapubliclibrary.org.

A copy of our application can be found at https://aurora.libnet.info/images/pdfs/aurora/HR/Application_for_Employment.pdf

About APLD:

Our [strategic plan](#): Advancing Through Equity, Achieving School Success, Restoring Aurora, and Welcoming New Americans is dedicated to providing excellent customer service in a diverse urban area. With three locations and a new Bookmobile, our main library is 97,000-square feet including a makerspace and opened in 2015. Along with our two branches, we serve six school districts in four counties.

Application Deadline: March 21 , 2024 – April 5, 2024

Aurora Public Library District is an Equal Employment Opportunity Employer