

Manager, Security Services

Safety, Health & Security Services

Applicants are to clearly demonstrate how they satisfy the selection criteria in their written submissions and must identify the competition number they are applying for in the subject line of the email.

An eligibility list may be created for similar casual, part-time, full-time, and term positions

DUTIES

The Manager, Security Services oversees all operations of Security Services at the Notre Dame (NDC), Exchange District (EDC is contract staff) and Regional Campuses related to security and protection of College buildings, property and assets, students, employees, and the public to create and maintain a safe environment to learn and work.

Responsibilities include hiring, managing, and directing the Red River College Polytech Security team; budgeting; developing and implementing onboarding and annual security officer training; developing and implementing security policies; investigating, conducting risk assessments, and developing safety plans for students involved in serious behavioural or violent incidents; researching, and purchasing items, such as PPE, to ensure that the Security team are adequately equipped to safely and effectively carryout their responsibilities.

REQUIRED QUALIFICATIONS

- High School Diploma
- Valid Security Guard License
- Several years experience leading and supervising Security teams
- Strong leadership and management skills for training and motivating a Security team
- Knowledge of Security Technology systems to ensure the College has optimal protection and security appropriate for each individual area
- Strong understanding of security programs in order to adapt the security program at the College in order to stay relevant and provide for the needs of such a diverse organization including many business models
- Effective critical thinking skills and ability to problem solve and exercise independent judgment in order to provide guidance and direction to Security Officers and others in the College community
- Exceptional verbal, presentation and customer service skills for communicating effectively and professionally with the College community and external stakeholders
- Excellent ability to build and maintain relationships with internal, external/community stakeholders to gain confidence and trust in the Colleges security services
- Excellent organizational and time management skills with the ability to work with vast amounts of information and meet deadlines while working under pressure
- Experience conducting and overseeing investigations often involving behavioral and violent incidents
- Experience in shift scheduling, training and coaching
- Experience developing, revising and implementing internal guidelines and standard operating procedures
- Proficiency in the use of Microsoft Office (i.e. Word, Excel, Outlook)
- Values Diversity, Equity, and Inclusion
- Commitment to lifelong learning

ASSETS

- NVCI, Violence Risk Assessment and Management

CONDITIONS OF EMPLOYMENT

- Applicants must be legally entitled to work in Canada
- This position may be required to work evenings and/or weekends
- May be required to work at various RRC campuses
- Incumbent must provide a current and satisfactory Criminal Records Check
- This position may be required to work overtime
- Willing to obtain First Aid and CPR Certificates

RRC Polytech campuses are located on original lands of Anishinaabe, Cree, Ojji-Cree, Dakota, and Dene peoples, and on the homeland of the Métis Nation.

COMPETITION NUMBER

2022-075

CLOSING DATE

May 31, 2022

SALARY

\$66,952 - \$87,057 per annum

POSITION LOCATION

Notre Dame Campus
(Winnipeg, MB)

POSITION TYPE

Full-Time Position Available

APPLY BY EMAIL TO

humanresources@rrc.ca

RRC Polytech is a leader in applied learning and innovation. Our talented team of employees is passionate about education, innovation and student success. We offer competitive salaries, extensive benefits and the opportunity for personal and professional growth in a rewarding career.

At RRC Polytech we are committed to fostering an inclusive environment, where all employees and students feel valued, respected and supported. We aspire to have a workforce that is representative of the diversity within our communities, and welcome applications from women, Indigenous persons, racialized persons, persons with disabilities, persons of all sexual and gender identities and others who may contribute to the further diversification of ideas. All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority.

If you require this information in an alternate format, please contact humanresources@rrc.ca.



RRC Polytech is committed to providing accessible employment, and ensuring that our recruitment, assessment and selection process is barrier free. If a candidate requires accommodation during the hiring process, Human Resources Services will work with the individual to meet their needs. We thank all applicants for their interest, but only those selected for an interview will be contacted. For more information and other employment opportunities, visit rrc.ca/hr