



Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

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Job Board Posting



Careers.Indigenous.Link

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Security Practitioner

Job ID	04-37-9C-1C-04-C6	
Web Address	https://careers.indigenous.link/viewjob?jobname=04-37-9C-1C-04-C6	
Company	Queen's University	
Location	Kingston, Ontario	
Date Posted	From: 2020-10-13	To: 2020-10-27
Job	Type: Full-time	Category: Service Sector
Job Start Date	November 1, 2020	
Languages	English	

Description

The mandate of Campus Security and Emergency Services (CSES) is to promote a safe and welcoming environment that recognizes and is respectful of the diverse nature of the Queen's University Community.

Reporting to the Managers, CSES, however receiving daily direction from the Security Supervisor (Supervisor), the Security Practitioners (Practitioner) are responsible for the safety and security of university faculty, staff, students and visitors under the Supervisors'™ direction and to protect university property. The Practitioner follows the policies and procedures set by the university's™ security program and complies with all applicable regulations and laws to ensure the safety of the campus. In addition, the Practitioner assists the Supervisors in investigations, preparing statements of observations and collecting evidence while understanding the need to be respectful to victims, students, faculty, staff, and visitors.

Committed to equity, diversity and inclusion, and in a collaborative team environment, the Practitioner interacts with students, faculty, staff, visitors, and community partners providing holistic security for the university. They accomplish this by being involved with internal and external committees and positively engaging the campus community by attending events and performing foot patrols.

Providing an essential service to the university Community on a 7/24/365 basis, the Practitioner will work rotating shifts and irregular overtime, sometimes at short notice, including covering for staff who are sick or in response to emergency situations.

KEY RESPONSIBILITIES:

- Perform work in accordance with the provisions of the Private Security and Investigative Services Act and regulations.

- Assist the Supervisors in executing the campus security plan at major university events, including but not limited to Orientation Week, Homecoming, Christmas Shutdown, St. Patrick's™ Day, and expected or unplanned demonstrations.

- Inform Supervisor when there are emergencies and major incidents and assist to ensure the safety of students, faculty, staff, and visitors to the university.

- Foster a culture of campus community engagement through positive interaction with the university community by attending and engaging at events and conducting patrols.

- Patrol university premises to prevent and detect signs of mischief and ensure security of doors, windows, gates, and the general grounds.

- Maintain a visible presence on campus and provide valid warnings to students, faculty, staff, and visitors, who create disturbances, and apprehend or evict violators if required.

- Accurately document and update all relevant facts required concerning daily activities and incidents into the CSES records management system and ensure Patroller reports are included, as required.

- Under the supervision, of the Supervisor, collect statements and evidence, which may be referred to the police, providing on-site assistance to victims and referring them to the appropriate agency for post-trauma care.

- Understand the importance of human rights; where appropriate refer victims to the university's™ Human Rights Office.

• Respond to incidents as directed on campus including alarms (fire, intrusion, environmental, mechanical etc.), criminal incidents (violence, assault, sexual assault, trespass, theft, etc.), emergencies and mental health crises and provide assistance to the responding Security Supervisor or external agencies (fire, police, ambulance) to resolve, mitigate or diffuse a situation.

• Conduct personal safety escorts for members of the university community on campus and authorize entry or exit to and from university buildings, offices, labs, parking lots, etc. when circumstances are warranted.

• Provide on-the-job training to Patrollers as per established CSES training procedures; as well as provide training and guidance to contract security when required.

• Participate on various internal and external committees as assigned by the Director, CSES (Director).

• Participate in speaking engagements to groups at the university.

• Perform the duties of the ERC operator once trained, as assigned.

• Perform the duties of Supervisor once trained, as assigned.

• Undertakes other duties in support of the department as required by the Director or Managers.

REQUIRED QUALIFICATIONS:

• Post-secondary education in security and/or law enforcement or equivalent combined with previous experience in a related field, preferably in a university or institutional environment.

• Current Private Security & Investigative Services Branch Security Guard Licence with the Ontario Ministry of the Solicitor General, and in good standing.

• Must be familiar with and able to enforce the provisions of the Criminal Code of Canada, the Trespass to Property Act, the Youth Criminal Justice Act, the Liquor Licence Act and the Queen's University Student Code of Conduct.

• Understanding of non-discriminating practices and issues of equity and diversity, such as accessibility, faith requirements, gender identity, and cultural differences.

• Knowledge of the university campus, organizational structure and procedures would be considered an asset.

• Experience with two-way radio systems and alarm systems including intrusion, fire, and mechanical would be considered an asset.

• Training in Emergency Management, Critical Incident Stress Management and Mental Health training would be considered an asset.

• Possess a valid Class G Ontario Driver's Licence.

• Certified in First Aid and CPR.

• Satisfactory Criminal Record Check and Vulnerable Sector Check.

• Consideration may be given to an equivalent combination of education and experience.

SPECIAL SKILLS:

• Ability to work as a member of a team within a group.

• Excellent communication skills (verbal and written).

• Strong interpersonal skills, and a positive attitude while conducting themselves in a pleasant, responsive professional manner.

• Ability to maintain composure while dealing with incidents, multiple priorities, and in emergencies to effectively assist with resolving the situation.

• Possess good judgment and common sense and be able to de-escalate confrontational situations with students, faculty, staff, and visitors to campus.

• Able to immediately consider strategies to resolve incidents effectively in a wide variety of situations, some involving physical danger to the Security Practitioner or others.

• Ability to use discretion and good judgment in dealing with sensitive or confidential information, including the ability to discern when sensitive issues should be referred to the Supervisors, Managers or the Director.

• Ability to work effectively and respectfully in a socially and culturally diverse community.

• Ability to adhere to strict confidentiality.

• Proficiency in the use of computers, including word processing, spreadsheet and other software application programs.

• Ability to climb stairs and walk approximately 8- 12 km per shift in all weather conditions.

• Ability to work rotating shifts and irregular overtime, sometimes at short notice, including covering for staff who are sick or in response to emergency situations at the university.

DECISION MAKING:

• Ability to make decisions and handle security related incidents that could involve life threatening situations, without

on-site direction from superiors.

â€¢ Ability to make recommendations to the Security Supervisor on how to handle a situation based on the known facts observed during an incident.

â€¢ Determine when an incident requires the Supervisor to attend or needs to be notified.

â€¢ Determine whether or not to grant access to faculty, staff, students and visitors to the university facilities.

â€¢ Research and make recommendations regarding CSES procedures, community engagement, and equipment purchases to the Supervisors, Managers, and Director; help implement change.

How to Apply

Click Apply Now!