

STEM School Highlands Ranch Opening

Position: Campus Security Specialist

Start Date: Immediately

Salary range: \$20.05 - \$32.50/hour (DCSD CLS 18)

At STEM School Highlands Ranch we put innovation in the center of learning to unleash the potential of all students and prepare them for an exponentially changing world. We are a K-12 free Charter School in the Douglas County School District located in Highlands Ranch, Colo. Don't just read about our school; [See what we do every day!](#)

STEM School, Highlands Ranch is committed to providing equal opportunities to all people regardless of race, color, national origin, age, sex, genetic information, religion, pregnancy, disability, sexual orientation, veteran status or any other status protected by applicable law. We strive to maintain a work environment that is free from unlawful harassment and discrimination.

We believe:

1. Creating an environment of respect and success in an exponentially changing world.
2. Nurturing unlimited human potential.
3. Leveraging the power of collaboration through continuous inquiry and experimentation.
4. Optimizing resources and operations.
5. Impacting the world ethically and positively.
6. Relentlessly reinvent and adapt.

Benefits: STEM School Highlands Ranch offers employer-paid health, dental, vision (available on the 1st of the following month), short-term, long-term disability, life, and ADD (available six months from hire date) insurance. Retirement benefits include PERA pension (substitute for social security) and 401K employee-only contribution managed through Colorado's PERA program. Other Benefits include FSA (medical and dependent care), Sick Time, PTO (based on years of service).

Directions:

To apply for this position, please [click here to complete the STEM School Highlands Ranch Employment Form](#). Please follow all instructions in the form in order to complete the process correctly. IMPORTANT: Please make sure to rename your files per the examples given in that section of the form. If you have questions about the form, please email careers@stemk12.org.

Position Description:

As a key member of the Security Team, the Campus Security Specialist will promote and provide proactive professional security services in order to foster a social and physical environment where students, staff and visitors are safe and secure. (i.e. foster a culture that is free from unnatural/unnecessary fear and apprehension) The Campus Security Specialist will also be a positive role model for students and promote positive relationships with students.

Position Requirements:

- Monitor visitor access to ensure only authorized persons enter to maintain a safe and secure campus.
- Assists Evolv staff and administrators at various entry points throughout campus.
- Watch for disturbances, unauthorized visitors or criminal activity, assess danger and call for assistance if necessary (STEM has a designated Law Enforcement Officer); intervene to halt or prevent disturbances or other incidents and diffuse (de-escalate where possible) threatening or confrontational situations between students or others to ensure the order is restored and students are unharmed.
- Will perform routine interior and exterior foot patrols and resolve any safety concerns encountered.
- Assist law enforcement and District Security with enforcement of school District policies on controlled substances and mitigation strategies to promote a drug-free school environment.
- Enforce Student Conduct and Discipline Code and other school rules and regulations; administer warnings to students or refer them to building administrators for disciplinary action as necessary to maintain a peaceful environment.
- Monitor and supervise students' activities at assigned locations in the building and/or on the grounds and enforce parking regulations, issue verbal warnings, written warnings or parking summons as appropriate to promote a safer learning environment.
- Be available to respond to incidents that may impact school operations.
- If senior leadership assesses the need, the Campus Security Specialist may be required to obtain training in order to respond to crucial or post-critical (consequence phase) incidents within the NIMS Framework and ICS Protocols.
- Serve as a member of the Campus Security Team and the Incident Command Team
- Ensure that all Emergency Response binders are up-to-date with necessary maps and instructions for Emergency Response Protocols.
- Work collaboratively with the Administration Team to perform safety drills and CERT Team requirements.
- Assist with monitoring surveillance cameras and the Charter School Service for investigative and preventative purposes.
- Establish on-going communication with Administration on the status of security issues, evolving risks, and related recommendations.
- Liaison with local law enforcement, first responders and emergency management officials within the assigned jurisdictions.
- Perform other related duties as assigned or requested.

Qualifications Required:

- Must have previous safety and security experience
- Google Suite and Microsoft program experience
- High School Education or equivalent (required)
- Have proficiency using computers and navigating various programs and web-based applications
- Be able to be on their feet for long periods (foot patrols)

Essential Physical Requirements:

- Occasional lifting, five (5) to fifty (50) pounds
- Ability to stand/walk for ninety (90) minutes
- Ability to run short distances
- Frequent bending, stooping, walking, standing, kneeling, crawling, squatting, reaching, and sitting

Schedule:

- After school
- Day shift
- Monday to Friday

Work Location: In person

This position will be open until filled, but will not be open past: July 30, 2024