



College of Saint Mary strives to create a safe, inclusive educational environment where every person's worth and dignity is valued and nurtured. Applicants representing diverse backgrounds and experiences are highly encouraged to apply.

Safety & Security Officer (*Part-Time*)

CSM seeks an enthusiastic, innovative, and dynamic professional to join the Safety and Security Department. This individual will serve as the weekend midnight officer and reports to the Director of Safety and Security. The hours are 12:00 a.m. to 8:00 a.m. both Saturday and Sundays.

Our Ideal Candidate's Preferred Education and Experience Include:

- High school degree or equivalent is needed. An Associate's Degree in Criminal Justice or other related field preferred.
- One year experience in security preferred; law enforcement and/or military background is helpful.

This Position:

- Conducts vehicle, bike and foot patrols.
- Performs physical security checks of campus facilities.
- Observes, reports, and identifies persons involved in suspicious activities, including suspicious vehicles. Ensures that unauthorized persons leave the College property.
- Enforces college policies, regulations, and municipal, state and federal laws. When requested, assist local law enforcement as necessary.
- Responds to emergency calls for assistance including medical matters, fire alarms and other alarms such including those relating to Facility operations such as boiler system, etc.
- Responds to routine calls for assistance including safety walks and transports, building let-ins and vehicle jumpstarts.
- Locks and unlocks campus buildings, classrooms, and offices as necessary.

Why You Want to Be on This Team:

- You would be a part of a Mission-centered team, who work together to serve our community.
- Monthly profession development opportunities available for the safety and security team.
- CSM is committed to supporting the work-life balance of its faculty and staff.

Application:

Please have a resume, cover letter and three professional references, including a minimum of one supervisor, ready to upload during the application process.

Please apply using the following link: [Safety & Security Officer](#)

College of Saint Mary is a Catholic university providing access to education for women in an environment that calls forth potential and fosters leadership. The University is an equal employment opportunity employer and does not discriminate against employees or job applicants on the basis of race, religion, color, sex, sexual orientation, gender identity, pregnancy, age, national origin, disability, veteran status, marital status or any other status or condition protected by applicable laws, except where a bona fide occupational qualification applies.