



## **Director of Safety and Security**

Seacrest Country Day School, a PS-12th grade independent, college preparatory school in Naples, Florida, is seeking an experienced Director of Safety and Security. The ideal candidate will enjoy supporting, developing, and implementing safety and security policies consistent with the Seacrest mission, values, and initiatives.

Founded in 1983, Seacrest provides a safe, student-centered environment to educate a diverse community of students to become lifelong learners who pursue academic and personal excellence, physical well-being, creative achievement, and a commitment to social responsibility.

**Our Mission:** Seacrest Country Day School is committed to fueling intellectual engagement, teaching ownership of the educational experience, cultivating quality of character, and inspiring students to lead lives of significance.

### **Position Summary:**

Seacrest seeks an experienced, collaborative, and proactive Director of Safety and Security. This leadership position is responsible for developing, implementing, and overseeing comprehensive safety and security programs that ensure a safe, secure, and welcoming environment for students, faculty, staff, families, and visitors.

### **Key Responsibilities:**

- Maintain and execute our School Emergency Operations Plan (SEOP) and the comprehensive campus safety and security strategy.
- Conduct regular risk assessments and recommend improvements to policies, procedures, and infrastructure.
- Maintain and update emergency response and crisis management plans.
- Lead safety committees and collaborate with school leadership on strategic planning initiatives.
- Serve as the school's incident commander during emergencies.
- Coordinate and lead drills (fire, lockdown, evacuation, shelter-in-place).

- Develop business continuity and reunification plans.
- Partner with local law enforcement, fire departments, and emergency management agencies.
- Ensure compliance with applicable federal, state, and local safety regulations.
- Maintain up-to-date safety policies, visitor management procedures, and access control protocols.
- Oversee campus access control systems, surveillance systems, alarm systems, and related technologies.
- Directly supervise and facilitate student arrival, dismissal and parking on a daily basis and special events.
- Conduct investigations related to safety incidents when appropriate.
- Provide or facilitate safety and security training for faculty, staff, and students.
- Promote a culture of awareness, preparedness, and shared responsibility.
- Communicate clearly and effectively with families during safety-related incidents.
- Serve as a visible and approachable presence on campus.
- Develop good working relationships with school faculty, staff, students and their families to build trust and cooperation.

**Qualifications:**

- Must possess Florida Class “D” (Security Officer) and Class “G” (Statewide Firearms) Licenses.
- Bachelor’s degree required; advanced degree preferred in criminal justice, public safety, emergency management, or related field.
- Minimum of 5–7 years of progressive experience in safety, security, law enforcement, military, emergency management, or school security leadership.
- Experience in an educational or independent school setting is strongly preferred.
- Demonstrated knowledge of emergency preparedness, crisis response, and risk management.
- Strong interpersonal, leadership, and communication skills.
- Ability to remain calm and decisive in high-pressure situations.
- AED/CPR certification required.

**Compensation:**

This is a 12-month, full-time position. Full-time employees are eligible for our competitive benefits package, which includes medical, dental, vision, disability, AD&D, life insurance, AFLAC ,and Seacrest’s 403(b) retirement program. Seacrest Country Day School is an equal-opportunity employer. Fingerprinting and background checks are a required part of the employment eligibility process.

