



GOLDEN TRIANGLE

SAFETY AND SECURITY COORDINATOR

[The Golden Triangle Business Improvement District](#) is a dynamic organization that is looking for a Safety & Security Director to lead its Safety, Security, and Emergency Preparedness team. As a key partner in enhancing the neighborhood and public spaces and contributing to safety efforts from the White House to Dupont Circle and 16th Street NW to 21st Street NW, the Golden Triangle BID works to enrich the neighborhood through its Ambassador cleaning program, public space improvements, safety and security, economic development initiatives, promotions, and outdoor events.

Founded in 1997, the Golden Triangle neighborhood is made up of more than 34 million square feet of commercial office space, nearly 6,000 businesses, 11 hotels, and 6 U.S. National Parks. The vision of the Golden Triangle BID is to maintain a vibrant downtown that encourages reinvestment in the neighborhood, and keeps visitors and stakeholders engaged and returning to enjoy everything the Golden Triangle has to offer.

The Program

The Golden Triangle BID's award-winning Safety, Security, and Emergency Preparedness Program works to foster a safe environment, contribute to neighborhood security, and assist businesses and individuals in preparing for all types of emergencies. Through daily communication and coordination, the BID has built strategic partnerships with numerous local and Federal law enforcement, emergency management, homeland security, and other public safety agencies, and has built trusted relationships with property management companies and businesses within the BID. These relationships allow the BID to be a conduit between public and private sectors before, during, and after emergencies.

The BID creates numerous training and educational opportunities that help improve neighborhood safety and security. When crime and significant incidents occur, the BID takes a key role in ensuring coordination and information sharing between stakeholders. Working together allows our neighborhood to be better protected and prepared.

The Position

The Safety & Security Coordinator will work with the Safety & Security Director to support the BID's safe, security, and prepared activities with the goal of building and maintaining neighborhood safety and security.

Key Roles and Responsibilities

The Safety & Security Coordinator will coordinate and share incident information between first responders, property managers, security directors, Golden Triangle Ambassadors, and other stakeholders. Efforts occur before, during, and after crime, emergencies, disruptive incidents, special events, and other public safety concerns. Additional responsibilities include:

- Assist in the development of guidance and support to property management companies and businesses (restaurants, retailers, nightlife operators, etc.) on security-related matters, such as security measures, safety tips, and crime prevention strategies to identify vulnerabilities and recommend security enhancements.
- Support the organization's response to internal and neighborhood-wide incidents.
- Conduct security/CCTV assessments for commercial properties and businesses and assist in the management of cctv assets.
- Deliver training/workshops on topics such as personal safety, crime prevention, and emergency response procedures for internal staff, Ambassadors, commercial/residential properties, and businesses.
- Collect and analyze crime data. Track local crime patterns, current threat picture, and neighborhood-specific concerns to proactively address potential security issues. After crime occurs, support case coordination efforts between property management companies, corporate security managers, law enforcement partners, and the court system.
- Utilize emergency communication systems, including emergency alerting tools, and maintain contact lists used to notify businesses, buildings, and key stakeholders of incidents affecting the neighborhood. This includes collecting incident information, drafting succinct messaging, and sending emergency alerts via a mass notification tool.
- Support a variety of internal preparedness efforts, including but not limited to developing internal emergency plans; maintaining emergency equipment; updating contact lists; and providing focused training and exercises to staff and Ambassadors.
- Work with the Safety & Security Director to develop and oversee the Golden Triangle Safety Ambassador Program.
- Resolve security issues by problem solving, proposing innovative solutions, and overcoming challenges.
- Support special initiatives that enhance neighborhood security and preparedness.
- Assist with day-to-day coordination of the Golden Triangle Homeless Outreach program. This program is staffed through a contract with a service provider.
- Other duties as assigned.

Experience and Attributes

- Bachelor's degree required in criminal justice, homeland security, or a closely related field.
- 2-5 years related work experience in criminal justice, corporate security, homeland security, etc.
- Experience as a first responder or working within the Incident Command System is desired.
- Strong analytical, problem solving, and interpersonal skills.
- Excellent oral communication and written skills, with particular attention to detail.
- Experience working with local government agencies and/or private-sector organizations.
- Ability to be customer service focused, yet persistent and results oriented.
- Good working knowledge of Microsoft Outlook, Excel, and PowerPoint.
- Experience with physical security, alerting tools, CCTV systems, and other public safety technology is highly desirable.
- Be able to work outdoors approximately 25% of your time to assess and address issues on the street.

Interested candidates may submit their resume to careers@p3hired.com. We look forward to hearing from you!