

JOB TITLE: Night Security Monitor
REPORTS TO: Life Builders Program Manager

STATUS: REG/FT/NE
SCHEDULE: 5 nights a week
Typically 11p-7:00am
Hours assigned as needed

DEPT: Programs-Mission

REVISED: 06/27/2024

The Winston-Salem Rescue Mission (WSRM) is helping our hurting neighbors find hope and healing through the transforming gospel of Jesus Christ. WSRM considers every position one of ministry and a vital and valued part of our staff. Therefore, it is essential that all employees of WSRM have a personal relationship with Jesus Christ and subscribe to our Mission, Core Values, and Statement of Faith.

SUMMARY OF POSITION:

Ensure the safety, security and well-being of residents and property during overnight hours. Property includes: Mission building housing 90-day program (interior and exterior); and exterior perimeter only of all other Mission buildings and properties located in downtown Winston-Salem.

DUTIES AND RESPONSIBILITIES:

- Check and secure first floor offices in the Mission building.
- Note, record and report people behaving inconsistent with set WSRM policies and procedures.
- Monitor/Report program men who are employed outside of the Mission, and their time of return.
- Complete the security check list, which also includes perimeter checks of all Mission buildings and property.
- Communicate with evening and morning phone crew to share pertinent incident information.
- Notify Life Builders Program Manager if 911 is called; notify the Executive Director if the media arrives on site for any reason.
- Respond appropriately to emergency situations such as fire, water damage, or accidents.
- The following applies only to the Mission building housing the 90-day program: Understand and operate all security systems including alarms, fire panel, and smoke detectors for that building alone.
- Respond to and diffuse situations before escalation; handle disputes and altercations appropriately.
- Others duties as assigned.

EDUCATION/EXPERIENCE:

- High School completion (GED or Diploma) required.
- 1+ years of security experience required.
- Previous experience working with homeless or at a Rescue Mission desired.

SKILLS & QUALIFICATIONS:

- Christian with a ministry mindset, utilizing the skills, training and experience God has provided.
- Level-headed and quick thinking; able to diffuse potentially volatile situations and exercise good judgment in alignment with WSRM values and policies.
- Honest, trustworthy, patient and firm.
- Able to separate self from situations and interact with diverse types of people (vagrants, addicted, mentally ill) with compassion and respect.
- Clear and direct communicator, able to give firm, clear instruction.
- Requires self-motivation, and the ability to work in an isolated environment.

WORKING CONDITIONS/PHYSICAL FACTORS:

Occasionally = 1%-33%; Frequently = 34%-66%; Continuously = 67%-100%

Standing: Continuously Walking: Continuously

The work is performed indoors and outdoors on a continuous and rotational basis, and requires physical stamina and a significant amount of time walking. The employee will interface with individuals who may be under the influence of a controlled substance or alcohol, and who may be homeless.

EQUIPMENT/TOOLS USED:

- Telephone / Cell Phone / Radio
- Computer / Internet

Employee Signature

Date