



**Director of Safety and Security**



## The Opportunity

King County Housing Authority, the largest affordable housing provider in the Pacific Northwest, is seeking our inaugural leader for the Director of Safety and Security.

The achievement of KCHA's mission is directly related to our ability to hire and retain a skilled, high-performing and diverse workforce that is equipped to carry out that mission. The successful candidate will be a demonstrated leader with extensive and broad-based knowledge managing safety and security functions for a complex organization including integration of security systems, operations, and technologies and leading the development and work scope of related operational policies and procedures for KCHA. The Director will continue to lead and support the agency in its progress towards building a safe and secure environment throughout the County at KCHA properties and sites.

## About King County

Located on Puget Sound in Washington State, and covering 2,134 square miles, King County has a population of just over 2.25 million people and ranks as the 13th most populous county in the nation. The County is an increasingly diverse and dynamic community with a global flavor, a growing economy and an environment where people and businesses can thrive. The County includes 39 cities and has emerged as an international travel destination, with over 100 languages spoken in the region and 30 million visitors annually. Home to the University of Washington, Amazon, Microsoft, the Seattle Seahawks and Boeing, this is an area that appeals to dynamic and progressive thinking companies and individuals. Its moderate climate encourages a wealth of year-round outdoor activities and its world-class symphony, opera and regional theaters contribute to a vibrant cultural scene.

## The King County Housing Authority

The King County Housing Authority serves all of King County outside of the cities of Seattle and Renton, including 37 suburban jurisdictions and unincorporated areas of the County. KCHA is a national leader in providing innovative and effective solutions for regional housing challenges. Its vision is that all residents of King County have quality, affordable housing.

The goals of the Housing Authority include:

- Preserving, expanding and equitably distributing the region's supply of affordable housing.
- Promoting self-sufficiency, including education, health and self-empowerment outcomes
- Helping the region end homelessness
- Revitalizing low income neighborhoods
- Reducing operational impacts on the region's environment

Since its establishment in 1939, the Authority has played a key role in providing affordable housing options for residents of the metropolitan region surrounding Seattle. With a diversified real estate portfolio and close working partnerships with local communities and nonprofit organizations, KCHA delivers affordable housing and related services that support housing stability, education and health outcomes, job training and financial self-sufficiency for more than 55,000 of the region's lower income residents.

The Authority has a staff of 440 FTEs distributed between field offices and KCHA's central administrative office in Tukwila.

## The Position

The individual selected for this role will, under the supervision of the Deputy Executive Director for Housing Assistance Programs, provide direction, leadership, and coordination to all safety and security functions of the Housing Authority. This includes overseeing the integration of security systems, operations, and technologies designed to protect the safety of staff, agency partners, residents, visitors and assets of the agency; providing strategic leadership, consultation and expertise related to the physical environment and to security technologies; leading the development of work scopes, operational policies and procedures; and overall strategic planning for the multifaceted, integrated security activities of the agency. The Director will also be collaborating with multiple law enforcement, fire, and other external agencies on all matters involving safety and security, and related work as apparent or assigned. Work involves setting policies and goals. Specifically, the Director shall be responsible for:

- Directing and overseeing the daily operations of the Authority's safety and security functions; monitors and ensures compliance with organization polices and federal, state, and local laws, policies, and regulations.
- Developing, recommending, and establishing organization policies and procedures related to safety and security; establishing and implementing short- and long-range departmental goals, objectives, policies, and operating procedures; monitoring and evaluating program effectiveness; effects changes required for improvements.
- Collaborating with the IT department and Housing Management staff; providing leadership and coordination in the planning, development, implementation, and operation of organization-wide, integrated security systems, to include alarms, access control systems, video surveillance, technical platforms, and physical security measures; and manages the incident-related communication platforms.
- Serving as a principal point of collaboration, leadership, and expertise to both internal and external constituencies on professional and operational matters pertaining to the mission, goals, objectives, and work scope of the organization's safety and security programs; representing the organization in the community on all safety and security matters, including to employees, Commissioners, residents, program participants, public safety agencies, elected officials, and any other stakeholders.
- Providing advanced technical leadership to all levels of organizational staff and direction to assigned staff in accordance with program goals and objectives; overseeing the supervision of assigned staff, including work allocation, training, promotion, enforcement of internal procedures and controls, and problem resolution; evaluating peak performance and making recommendations for personnel actions; motivating employees to achieve peak productivity and performance.

- Coordinating with Housing Management staff to develop, implement, and maintain plans for a safe environment for staff, residents, clients, and program participants; leading the procurement of any security-related services, such as outside law enforcement agencies.
- Developing and managing annual department budgets; performing periodic cost and productivity analyses.
- Serving in a key support capacity on disaster planning initiatives.
- Collaborating with the organization's Office of Equity, Diversity, and Inclusion to ensure cultural differences and/or disparities in language, communication and learning styles do not create mental or physical barriers to safety; promoting a common understanding of safety and security that takes under consideration the different viewpoints and experiences of the organization's workforce to ensure that behaviors and attitudes regarding safety and security are embraced at every level of the organization.
- Other duties as assigned.





## The Ideal Candidate

The King County Housing Authority is seeking a professional leader of excellent reputation and character. The ideal candidate will have a number of traits and experience:

- Successful candidates will be collaborative and strategic thinkers with an ability to see the larger picture as well as the smaller tasks necessary for agency success. Comprehensive knowledge of laws, rules, codes and currently accepted principles and practices relevant to safety and security operations in public facilities including, but not limited to, OSHA and FEMA.
- The ability to analyze and develop innovative approaches to mission, including a strong understanding and commitment regarding racial equity issues in our community, will be crucial. Strong communication skills, both spoken and written, are an important competency. Successful conflict management, mediation and resolution skills and the ability to successfully manage crisis situations.
- The successful candidate will have a strong intellect, an innate curiosity, and a high degree of emotional intelligence. Excellent interpersonal skills are essential as the successful candidate will establish and nurture relationships with internal and external stakeholders and staff.
- The culture of KCHA is team-centric and highly collaborative. The successful candidate should have demonstrated success working in a diverse environment and bring an unquestioned integrity to the position. Top candidates will thrive in a strong team environment.
- A strong leader who communicates a sense of mission and vision, backed by the ability to establish and accomplish goals and objectives. Brings a proven track record of delivering results, designing innovative programs, and leading diverse groups to sustain a high performing operation is critical.

## Experience and Education

Any combination of experience and education that would likely provide the required knowledge and abilities will be considered. A typical way to obtain the qualifications and competencies is:

**Education:** A Bachelor's degree in Criminal Justice or other closely related field.

**Experience:** A minimum of six years of experience managing the safety, security systems and functions of a complex organization or an equivalent combination of education and experience.

## The Compensation

The hiring salary range for this at-will, exempt position is \$131,981 to \$175,000. KCHA offers an outstanding benefits package, including Washington Public Employees' Retirement System (PERS).

## The Recruitment Process

This position is open until filled; however, interested candidates should apply by the first review date on January 6, 2023 by 4:30 p.m. Electronic submissions should be submitted online at [www.kcha.org/employment](http://www.kcha.org/employment) and should include a compelling cover letter, a comprehensive résumé, and two professional references.

Interested candidates are encouraged to contact Sarah Crane, Senior Recruiter, by email at [sarahcr@kcha.org](mailto:sarahcr@kcha.org) with confidential inquiries and questions regarding the recruitment process.