Director of Security
Security Department

OVERVIEW
The Baltimore Museum of Art (BMA) is seeking a hands-on, collaborative, and highly visible Director of Security. The Director of Security is responsible for the protection of the collection, staff, and visitors of the BMA. They will develop a highly responsive and service-oriented team of security officers who create a safe, pleasant, and welcoming experience for all visitors and colleagues.

The Director of Security reports to the Chief Operating Officer and interacts with staff at all levels of the museum, external stakeholders, and the general public. This position is responsible for the direct supervision of a large, diverse, 24/7 security force operation with 4 direct report supervisors.

RESPONSIBILITIES
Responsibilities include but are not limited to:

- Collaborates with museum colleagues to evaluate existing and introduce new safety and security policies and procedures; implements those policies and procedures as necessary to attain full compliance with any existing guidelines established by American Alliance of Museums and the Association of Art Museum Directors.
- Recruits and supervises a team of more than 40 professional and service-oriented Security Officers.
- Works closely with the Director of Events and the Assistant Director of Advancement Events for Security staffing of all events, including those after operating hours.
- Ensures that officers are fully trained in all museum Security and Emergency/Evacuation procedures.
- Conducts Emergency Evacuation Training for all staff on a regular basis.
- Fosters an environment of continued learning and visitor engagement through collaboration with other departments including but not limited to Curatorial, Visitor Services and Education.
- Oversees the smooth operation of all electronic, computerized, integrated security/CCTV systems, and provides appropriate levels of training for staff.
- Oversees the monitoring of the fire suppression systems and works closely with the Director of Facilities and Engineering on the maintenance and testing of fire equipment.
- Oversees maintenance of parking equipment and ensures appropriate staff are trained to assist with equipment malfunctions.
- Prepares, maintains and evaluates the Security Department operating budget. Works closely with the Senior Director of Human Resources and Senior Director of Finance to ensure staffing budget remains on track during the fiscal year.
- Acts as liaison to Baltimore City Police and Fire Departments and Johns Hopkins University Security Department.
- Works closely with the Director of Operations and Capital Planning to report on observable building conditions and to maintain secure and safe building structure.
• This position is on call and will respond to the museum as required or render guidance 24 hours/7 days a week/365 days a year. Incumbent will be expected to work regularly on weekends and additional hours as needed.

QUALIFICATIONS
• Bachelor’s Degree in a Management or Security related field or professional experience equivalent
• 8-10 years’ progressive management experience, preferably in a museum, historic property, cultural, or hospitality setting
• Proven record of managing a large, diverse team
• Strong leadership, interpersonal, planning and organizational skills
• Excellent written and oral communication skills; training, presentation, negotiation, problem solving, and conflict resolution skills.
• Thorough working knowledge of integrated security/fire systems and related technology
• Baltimore City residence highly desirable
• Skilled in the use of Microsoft Office Suite including Word, Outlook, Excel and PowerPoint; cloud-based timekeeping system

BENEFITS
The BMA is an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability status, protected veteran status, or any other characteristic protected by law. We are committed to building a culturally diverse staff and strongly encourage all qualified professionals to apply.

We offer a competitive salary and a generous benefits package. For this exempt position we offer medical, dental, vision, prescription, 403b retirement plan with match, long term disability, flexible spending account, museum and restaurant discounts, and reduced fee gym membership. We also offer accrued vacation, holidays, personal days, floating holidays, and sick days.

APPLY
We are committed to building a culturally diverse staff and strongly encourage all qualified professionals to apply.

Research shows that women and individuals from underrepresented backgrounds often apply to jobs only if they meet 100% of the qualifications. We recognize that it is highly unlikely that any applicant meets 100% of the qualifications for a given role. Therefore, if much of this posting describes you, then you are highly encouraged to apply for this role.

Please send cover letter, resume, and salary requirements via email to HR@artbma.org with “Director of Security” Last Name and First Name in the subject line.

Incomplete application materials will not be accepted.

No phone calls please.