



JOB DESCRIPTION

Title: Security Lead

Reports To: Security & Custodial Director

Status: FLSA Non-Exempt

Prepared By: Gary James

Hours per week: 29

Ministry: Security

Classification Grade: T-4

Approved By: Human Resources

Approved Date: 03/26/2026

Essential Organizational Core Values

The **Security Lead** is responsible to champion Real Life Ministries' Vision, Mission, Methodology, and Strategy in two primary ways:

- **As an Individual Leader:** The **Security Lead** is responsible for taking the leadership of all ministry functions they oversee and live out Real Life Ministries' Organizational Core Values and 7 Ministry Essentials personally and ensure their leadership and oversight of the ministries they oversee also embody and are living out Real Life Ministries' Organizational Core Values and 7 Ministry Essentials. Responsible for the effective execution of the Essential Job functions of this role as detailed below.
- **As a Team Member on the Security Team and Real Life Staff Team:** The **Security Lead** has a responsibility to collaborate as a team member on their immediate team as well as the Real Life Staff Team as a whole to accomplish church wide objectives and goals as well as Security Team objectives as well as goals for their immediate team. They are responsible for removing obstacles that would hinder collaboration and cooperation across different ministries.

Job Summary: *Security Lead* exist to protect life and ensure a safe and welcoming worship environment for staff, members, and guests. This role provides proactive security, monitors church properties and events, and responds to potential safety concerns and medical emergencies with professionalism, wisdom, and sound judgement. The position exists to protect life while supporting the churches vision, mission, and values.

1. Primary Responsibilities (80 %)

Daily Security Coverage:

- Ensure the safety of staff, attendees and guests during church services and regular business hours.
- Patrol entrances, parking lots, and key areas to prevent unauthorized access and monitor for potential risks.
- Provide support/assistance for Genesis Prep as needed.
- Provide support to the security team as directed by, or in the absence of, the security director.
- Provide a visible and reassuring security presence during worship services, events, and church activities.
- Protect church members, guests, and staff from potential threats, disturbances, or physical harm.

Firearm and Defensive Responsibilities:

- To protect the sanctity of life, security staff must carry a legally owned and licensed firearm while on duty in accordance with Real Life Ministries policy, federal, state, and local laws.
- Exercise sound judgement in the use of force, prioritizing de-escalation whenever possible.
- Maintain current firearms training and credentials in compliance with Real Life Ministries' safety team policy.

Volunteer Support and Coordination:

- Work alongside volunteers, providing guidance and ensuring their roles are well-defined and effective.
- Facilitate training opportunities for volunteers to improve their situational awareness and preparedness.

Emergency Response:

- Act as a first responder for emergencies, including medical incidents, disturbances, or other critical situations.
- Coordinate with local law enforcement or emergency services when required.
- Respond calmly and decisively to emergencies including medical incidents, security threats, or evacuations.

Event Security:

- Provide enhanced security during large-scale events, such as worship services, business forums, community outreach programs and special events.
- Provide security services at camps.

2. Team Function (5 %)

- The Security Team is your "first team." Demonstrate peer-to-peer accountability, emotional and spiritual support of others within your first team.
- Contributes to building and maintain a positive and proactive relationship within the team that helps to grow unity.
- Maintains Real Life Ministries confidentiality.
- Supports the church's mission and vision and attends meetings, classes, and trainings.
- Ensure Real Life's Organizational values are being lived out on your teams.
- Ensure the 7 Ministry Essentials are being lived out on your team
- Live out, and lead, being unified as it states in John 17, and function and work as a team in submission to God's plan as the church.

3. Real Life Staff Relations (10 %)

- Collaboratively work with the Security Team to ensure there is effective support of Real Life Ministries functions.
- Proactively engage with Real Life staff to identify how to better support them.
- Have an infectious positive attitude while interacting with Real Life staff.
- Values and abide to the expectations of being a member of the church found in our Membership and 301 class.
- Participate in All Staff Leadership development trainings weekly, All Staff meetings monthly, and Staff Camp annually.
- Participation in All-Church functions as well as global trainings that fall outside of the specific job description (Align, Harvest Festival, Easter Egg Hunts, etc.).

4. Miscellaneous (5 %)

- Participation in All-Church functions as well as global trainings that fall outside of the specific Job Description (Align, DiscipleShift, Teaching in Membership Classes, etc.).
- Maintain healthy partnerships with outside organizations such as Fire and Police Departments, contractors, and service providers.

Qualifications and Required Skills

- Be a good listener and empathizer.
- Must be level headed, treat everyone with respect in every situation.
- Able to remain calm and collected under pressure, and have self-control when dealing with people.
- Able to work with a variety of different people and demographics.
- Able to be confident but a pleasant negotiator when handling conflict.
- Previous experience in a full-time security or law enforcement role.
- Supervisory experience with employees or volunteers preferred.
- Prior experience in security, law enforcement, military, or a related field.
- Minimum of 3 years part-time/full-time security experience.
- Minimum of 1 year supervisory experience preferred.

Real Life's Core Competencies, as defined in our 3 C's document, necessary to succeed in this role:

Problem Solving: The expectation to work through challenges to find effective solutions. This involves being able to identify and define a problem, generate alternative solutions, evaluate ideas, select the best alternative, and then implement to resolve the problem.

Receive and Give Feedback: The expectation to receive feedback by seeking it out, listening to understand and grow, and not to present excuses. To be able to control emotions, practice active listening, and make necessary adjustments for the betterment of the whole. To also give feedback with the desire to see others win, to celebrate the good and point out areas to improve or blindspots by presenting alternative solutions. Be kind, but clear.

Conflict Resolution: The expectation to take responsibility to resolve conflict Biblically (Matt 5:18). This involves doing your part to initiate conversation, actively communicate, be honest and follow through to resolution.

Active Listening: The expectation to focus, recall details from the one speaking, ask questions, and seek understanding all before formulating your response. This involves being aware of and utilizing all of your senses (eyes, ears, body language, etc.) to communicate both verbally and non-verbally.

Unity: The expectation to operate as a team even when things are difficult. This means having each others' back, supporting each other and striving for alignment.

Spiritual Aspects of Job Requirements - As the function of this role is ministerial and goes to the heart of the mission of Real Life Ministries, the following areas are required to effectively convey Real's Life message and carry out the mission of our church:

- A heart for God that is evidenced by proven character and a spiritual-mindedness that understands that "apart from Christ we can do nothing." – Abiding in Christ.
- A shepherd's temperament; servant-leader/mentor attitude and inclination.
- Strong interpersonal skills—ability to communicate persuasively and compassionately, both orally and in writing.
- Strong biblical foundation for wise management in a church setting.
- Able to establish and maintain appropriate standards for the accomplishment of ministry in a way that honors both God and people.
- Since we work primarily in teams at Real Life Ministries, must understand group dynamics and ensure effective consensus building and decision-making.

- Personal initiative and diligence, which produces follow-through in tasks.
- Solid biblical/theological convictions, which are aligned with Real Life Ministries' Doctrine and Statement of Faith.
- A willingness to grow and adapt to the inevitable changes found in a local church.

Physical Abilities required

- While performing the duties of this Job, the employee is regularly required to sit; use hands and arms to handle, feel and reach. The employee is frequently required to stand and occasionally required to climb or balance; stoop, kneel, or crouch. Must regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision and depth perception.

Disclaimer(s)

- The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.
- Volunteering: Real Life Ministries has many volunteer opportunities. As an employee of Real Life Ministries, any time spent during your normal work hours or fulfilling your job description duties for the specific ministry area you are a part of will be considered hours worked and you will be compensated for those hours. If you desire to volunteer in another area of ministry within Real Life Ministries, and it falls outside of your normal working hours, you can do so by filling out a Employee Volunteer Acknowledgement Form and turn it into HR.

Employee Name: _____

Employee Signature _____

Date _____