

Rensselaer Polytechnic Institute Director of Public Safety and Emergency Management

[Rensselaer Polytechnic Institute](#), the nation's oldest and among the top-ranked private, technological research universities, invites nominations and applications for the position of Director of Public Safety and Emergency Management.

Under the leadership of President Shirley Ann Jackson, Ph.D., Rensselaer offers degrees from five schools: Engineering; Science; Architecture; Humanities, Arts, and Social Sciences; and, the Lally School of Management, as well as an interdisciplinary degree in Information Technology. The Institute provides rigorous, engaging, interactive learning environments and campus-wide opportunities for leadership, collaboration and creativity.

Rensselaer currently enrolls 5,781 undergraduates and 1,109 graduate students in residential programs.

About the Position

Under the supervision of the Vice President for Administration, the Director of Public Safety and Emergency Management will lead and direct all campus-wide programs and activities related to campus safety and emergency management. The incumbent is responsible for providing leadership and expertise in the development and implementation of a comprehensive campus-wide Public Safety and Emergency Management programs to ensure the safety and security and welfare of all members within the campus community. The incumbent will develop and execute comprehensive Public Safety Protocols and practices for security, safety, and emergency management incidents. In addition, the incumbent will provide educational awareness and crime prevention; ensure security for special events, coordinate public safety activities with various city, county, state and federal law enforcement agencies when appropriate, and oversee a wide range of safety, public safety, emergency management, and services, which include responding to incidents or accidents, medical or fire emergencies, and requests for public assistance. The Director will leverage existing technology and assist in the design and implementation of new systems and technologies to enhance the safety and emergency management protocols and practices for the academic community.

Essential functions of the position include:

- Consults with and advises the Vice President for Administration on matters related to the safety and security of the Institute, policies and administrative issues and challenges. Keeps the Vice President for Administration informed of public safety and emergency management trends and developments both internally and externally.
- Enforces federal, state, local laws and Rensselaer rules and regulations in order to provide a safe environment for students, faculty, staff and visitors at all Rensselaer locations. Serve as liaison with federal, state, and local law enforcement agencies; maintain and nurture positive and interactive relationships to achieve the public safety goals of Rensselaer.
- Develops a fiscal year performance plan and operating budget that reflects the priorities and needs of the Department of Public Safety and Emergency Management. Implements Division protocols and practices for expenditure tracking and controls.
- Oversees the recruitment, selection, development and evaluation of **40** staff.
- Partners with the Director of Environmental Health and Safety & Risk Management in the development and coordination of Homeland Security and Emergency Preparedness plans and comprehensive protocols for the Institute.
- Directs the investigation, resolution, and communication of criminal incidents, oversees crime prevention, educations and awareness programs; victim counseling, support and services; public and community relations; and emergency preparedness and medical response.
- Consults with cooperating agencies to provide for effective public safety and emergency management operations; ensures that the usage of Rensselaer facilities are safe and secure at all times, and leads the development of appropriate physical security protection systems for all facilities in collaboration with design, engineering, and project management staff.

- Oversees the administration and extension of the Access Control System, including vehicle access control to the campus; ensures appropriate policy development for public safety, emergency and risk management.
- Develops and maintains operational capabilities required for patrol and response to a nuclear reactor in accordance with Nuclear Regulatory Commission standards.
- Instructs Institute leaders; direct reports; and volunteers during an campus emergency event; and acts as a liaison for external public safety, police, and public relations agencies; coordinates transportation of internal and external constituencies during campus events.

Qualifications

A bachelor's degree in Criminal Justice or related field is required. A Master's degree and advanced law enforcement executive training is preferred. At least 10 years of law enforcement management experience, with 5 years or more in a supervisory capacity at the command level (lieutenant or above), in a medium or large policing environment with demonstrated progressively increasing responsibilities is also required. Experience in building cooperative working relationships with a wide range of constituencies and experience in the development of new service or programmatic initiatives in conjunction with other areas outside of their immediate department; a working knowledge of National Incident Management System (NIMS) and Incident Command System (ICS) protocols, and experience in developing emergency operation plans and Incident Action Plans are required. Requisite skills also include the ability to interact effectively with diverse populations in a positive and empowering manner; strong written, verbal, and group communication skills; organizational and management skills including budget management, strategic planning, evaluation and assessment, time management, statistical analysis; and problem solving. Past professional experience on a college or university campus, building strong relationships between police, the university community, and campus departments is preferred.

How to Apply

Interested individuals should send a letter describing their interest in and qualifications for the position, a resume, and contact information including

email addresses for five references. The packet should be sent electronically to DPSRPI@wspelman.com. The subject line in the email should be **DPSRPI**.

Confidential inquiries will be received at 585.366.4329. For full consideration, all materials should be received by **June 20, 2016**. The process will continue until the position is filled.

Rensselaer Polytechnic Institute has a strong institutional commitment to diversity and is an Equal Opportunity/ Affirmative Action employer.