

AN OPPORTUNITY TO JOIN A GREAT TEAM!

JOB TITLE SECURITY GUARD

DEPARTMENT ADMINISTRATION

ABOUT USDAN

Usdan has been recognized as a Top Nonprofit Workplace in 2021, 2022, 2023, and 2024! Usdan opens a world for children to joyfully express their creativity and develop their artistic skills. Each summer, teachers and artists – actors, directors, playwrights, painters, sculptors, musicians, composers, dancers, poets, and novelists – come together to teach and collaborate with our campers, ages 5 to 18. Set on 140 acres of natural beauty in Wheatley Heights, Long Island, NY. Usdan is a safe, welcoming place within which campers have the freedom to build new friendships, explore nature, gain personal independence, and have fun, while developing new skills and techniques in their chosen artforms.

POSITION SUMMARY

The Security Guard plays a vital role in ensuring the safety and well-being of Usdan’s students, staff, and visitors. This position requires professionalism, vigilance, and excellent communication skills to maintain a secure and welcoming campus. The Security Guard will contribute to a safe environment while supporting campus operations, both during events and on non-event days.

JOB RESPONSIBILITIES

- Patrol and monitor the campus to maintain a safe and secure environment.
- Provide a courteous presence, assisting visitors and ensuring proper campus access.
- Respond to situations as needed to support the safety of the community.
- Other duties as assigned.

The above job description is not intended to be an all-inclusive list of duties and standards of the position.

JOB REQUIREMENTS

- Must hold and maintain active Security and Driver’s licenses, as required by the role.
- Must complete New York State required trainings, including but not limited to a Sexual Harassment Prevention training and a Child Abuse and Neglect/Maltreatment Identification. Links to required trainings will be provided after hiring.
- Have reliable transportation to Usdan’s campus.

HOURS & LOCATION

Usdan’s security needs are based on the season and the event.



COMPENSATION AND BENEFITS

- \$24 per hour, varying shifts.

PHYSICAL DEMANDS

Usdan is a 140-acre campus with facilities spread throughout - distances vary and are along uneven surfaces, up and down hills. Some facilities are elevated and require one to two stairs to enter.

Some staff walk an average of two miles per day. Other physical demands include the ability to work in a hot, humid environment; the ability to speak clearly and understand the speech of another person; and the ability to prioritize sounds and focus on one sound among many.

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential physical functions of this position.

TO APPLY

- Please apply through our online application: <https://www.usdan.org/employment>
- PDF files are preferred attachments. No phone calls please.
- Please provide a cover letter.

USDAN CENTER FOR THE CREATIVE AND PERFORMING ARTS A/K/A USDAN SUMMER CAMP FOR THE ARTS IS AN EQUAL OPPORTUNITY EMPLOYER AND IS COMMITTED TO CREATING AN INCLUSIVE ENVIRONMENT FOR ALL EMPLOYEES. WE WELCOME APPLICANTS FROM DIVERSE BACKGROUNDS TO APPLY THEIR UNIQUE BACKGROUNDS, PERSPECTIVES, SKILLS AND TALENTS TO FOSTER AN OPEN, COOPERATIVE, AND DYNAMIC ENVIRONMENT WHERE EMPLOYEES AND USDAN ALIKE CAN THRIVE. ALL EMPLOYMENT IS DECIDED ON THE BASIS OF QUALIFICATIONS, MERIT, AND BUSINESS NEED.