



DEPARTMENT OF

ARTS BUSINESS AND CULTURE

Security Officer – Salisbury Zoo

Salary: \$16.00/hour

Type: Part-Time

Benefits: None

Date Posted: 2/11/25

About ABCD

The Arts, Business, & Culture Department is responsible for fostering Salisbury's thriving economic climate through supporting business, expanding economic opportunity, promoting artistic expression, hosting unique experiences, and maintaining regional attractions such as the Salisbury Zoo and Poplar Hill Mansion. By producing signature events, facilitating business incentives, and collaborating with stakeholders, this department strives to make Salisbury a place where arts, business, and culture intersect and flourish.

Profile

Under the direction of the Zoo Director, the Zoo Security Officer is responsible for maintaining a safe and secure environment for the zoo's animal collection, grounds and buildings. Patrols will occur between the hours of 8:00 PM and 6:00 AM in all weather conditions. In addition, the Zoo Security Guard is expected to adhere to all safety and observation standards specific to the Salisbury Zoo. Performs other duties as assigned.

Education

- High School Diploma or G.E.D.

Experience

- One year of experience or equivalent specialized training/knowledge in security, law enforcement or related field.

Requirements/Certifications

- Adult/Child/Infant CPR with AED within 30 days.
- Demonstrates responsibility, dependability and good communication skills.
- Must be able to work independently.
- Valid Driver's License required

How to Apply

1 Visit salisbury.md/apply

2 Submit City application, cover letter, and resume

Studies have shown that women and people of color are less likely to apply for jobs unless they believe they can perform every job description task. We are most interested in finding the best candidate for the job, and that candidate may come from a less traditional background. The City may consider an equivalent combination of knowledge, skills, education, and experience to meet minimum qualifications. If you are interested in applying, we encourage you to think broadly about your background and skill set for the role.

Jobs will be posted for a minimum of 2 weeks.

City of Salisbury, MD

Classification Description

Classification Title: Zoo Security Officer

Grade: N/A

Department: Salisbury Zoo - ABCD

FLSA Status: N/A

Date: 2/11/25

Position Profile: Under the direction of the Zoo Director, the Zoo Security Officer is responsible for maintaining a safe and secure environment for the zoo's animal collection, grounds and buildings. Patrols will occur between the hours of 8:00 PM and 6:00 AM in all weather conditions. In addition, the Zoo Security Guard is expected to adhere to all safety and observation standards specific to the Salisbury Zoo. Performs other duties as assigned.

Duties and Responsibilities

Administration/Task Completion: Patrol the Salisbury Zoo's grounds while completing routing tasks that include, but are not limited to:

- Keep nightly written records of patrol shift.
- Visually check grounds and all structures.
- Verify the security of all non-animal structure doors and windows.
- Verify integrity of all perimeter gates.
- Observe facility exterior/security lighting, including adjacent street and parking lights.
- Note any personnel accessing the Zoo after start of shift.
- Communicate verbally and in writing concerns, events out of the ordinary and other issues that occur when zoo managers are not present. This includes, but not limited to:
 - Suspicious activity
 - Electrical issues
 - Weather related circumstances like flooding or damaging winds
 - Damage to buildings, exhibits and facilities
- Pick up and discard trash and debris.
- At dusk, close and secure the "Ben's Red Swings" play area on the west side of the Zoo.
- At the close of the shift, open "Ben's Red Swings" play area.
- In emergency circumstances stand by to assist responding personnel and open any areas to which emergency responders may need access.
- Carry a city-issued cell phone to initiate and receive communications with Zoo staff, alarm monitoring services, and police and emergency services.
- Receive call from alarm services to investigate/validate building alarms.
 - Reset alarms as instructed.
 - Call specific Zoo staff where alarm issues cannot be resolved, or where emergency circumstances exist.

- Place 911/emergency calls as needed or instructed.

Skills Proficiency/Technical Aptitude: Follow all safety procedures and policies of the Salisbury Zoo.

- Respect zoo policies and protocols regarding animal welfare, staff safety and confidentiality.

Leadership/Role Model: Provides best critical thinking and observation skills. Works with team and team leaders to provide security and safety for the Salisbury Zoo.

- Openly communicate with the Zoo team.
- Collaborates with the teams of other City departments and stakeholder groups.
- Interact with Salisbury Police Department personnel as needed or requested.

Stewardship/Resources: Embraces the mission of the Salisbury Zoological Park.

- Work closely with the animal care, veterinary and maintenance staff.
- Makes sure the facility is secure and safe.

Development/Professional Development: Will be provided with opportunities to engage in leadership development and learn about career advancement.

- Attend opportunities and/or training for department staff to engage in professional development, career advancement and other City initiatives to improve interdepartmental relations, and increase the department's effectiveness and efficiency in serving the general public.
- Works on improving leadership skills by attending relevant meetings and trainings.

Performance Expectations

- **Communication:** Articulates thoughts and ideas clearly and effectively to exchange information. Listens to others and provides useful feedback.
- **Work Ethic:** Demonstrates personal accountability, effective work habits, integrity and ethical behavior.
- **Teamwork:** Works well as a part of a team through respectful and collaborative relationships with colleagues, customers, affiliates and stakeholder groups.
- **Problem Solving:** Improves, designs, refines, finds and invents criteria in order to resolve problems. This combines creative and critical thinking.
- **Initiative:** Takes charge before others do and/or without being instructed.

Certificates, Licenses, Registrations, and Skills:

- Valid state issued driver's license.
- Adult/Child/Infant CPR with AED within 30 days.
- Must be able to demonstrate responsibility, dependability and good communication skills.
- Must be able to work independently.
- Follow written and oral instructions with a high level of attention to detail.

- Maintain a positive attitude.
- Unless specifically directed otherwise, avoid entry into any animal areas and avoid contact or interactions with zoo animals.
- In emergency circumstances stand by to assist responding personnel and open any areas to which emergency responders may need access.

Education and Experience

- High School Diploma or G.E.D.
- One year of experience or equivalent specialized training/knowledge in security, law enforcement or related field.

Physical Requirements

Work requires considerable physical effort in the handling of materials up to 80 pounds and/or continual standing or walking 60%+ of the time.

The work involves risks or discomforts which require special safety precautions, e.g., working with animals, equipment and machinery and observance of traffic signals when driving. May require working in adverse weather conditions.

The above job description is not intended as, nor should it be construed as, exhaustive of all responsibilities, skills, efforts, or working conditions associated with this job.

Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of this job.