



Clark County Park District
20482 N. Park Entrance Road, Marshall, IL 62441

Park Security

Summary:

The Park Security Personnel is responsible for performing a variety of duties to maintain a safe environment for patrons and staff of the district. Park Security workers perform at a moderate, constant pace, but may vary slightly depending on the demands of the job required. Overnight availability is required for this position.

Qualifications:

- High school diploma or equivalent is desired, technical training is preferred but not mandatory.
- Previous experience in Security is desired.
- Must be willing to be on call.
- Ability to communicate in person, via e-mail, and using the telephone.
- Valid Illinois Driver's License and clear driving record.
- Ability to work with others on a team and with Special Events as needed.

Supervision:

The Park Security Personnel is directly responsible to the Security Supervisor and the Executive Director.

Essential Functions:

1. Patrol the District areas by car, boat and on foot.
2. Patrol Park grounds at regular intervals.
3. Maintain phone watch in gatehouse and complete tasks resulting from calls.
4. Assist visitors/customers in any manner required.
5. Call Local Law Enforcement and/or DNR when necessary and cooperate fully with them.
6. Check all buildings and grounds to ensure that they are secure.
7. Make sure patrol vehicle is kept cleaned and the proper staff is notified when fuel is needed.
8. Take all rental boat equipment to maintenance shop when returned after hours.
9. Be familiar with the Park's "Emergency Response and Crisis Management Plan".
10. Support any additional functions scheduled at the Park.
11. Attend Safety Committee Meetings when schedule will allow.

Psychological, Physiological Environment, Cognitive Considerations:

- Must work closely with co-workers and general public.
- Worker must be able to work well with the public, and perform under pressure.
- May be exposed to hazardous, stressful and extremely psychologically demanding situations.
- Must be able to make correct and safe judgments under “normal” and highly stressful situations and circumstances.
- Must work in public areas, and be responsible for the safety of the public and oneself.
- Light lifting may be required (up to 25 lbs.), sitting in watercraft for long periods of time is a necessity.
- Work is generally outdoors with a strong variance in temperatures, and weather conditions.
- Worker must be able to follow directions from Supervisor.
- Responsible for using good safety judgment and awareness.
- Must be able to resolve differences and problems with the public, vendors, and employees in a pleasant manner.
- Must be able to work Shift Work.
- Worker must be able to stand for long periods of time.
- May be required to lift heavy objects, mechanical or manual assists must be used.
- Must be able to work weekends and holidays.
- Worker is exposed to outside conditions 90% of the time, including extreme temperature and weather variances.