

Associate Director, Department of Public Safety/Police
Kean University

Direct Link: <https://www.AcademicKeys.com/r?job=228700>

Downloaded On: May. 9, 2024 10:16am

Posted Jan. 11, 2024, set to expire May 12, 2024

Job Title	Associate Director, Department of Public Safety/Police
Department	
Institution	Kean University Union, New Jersey
Date Posted	Jan. 11, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Associate/Assistant Director
Academic Field(s)	Public Safety
Job Website	https://kean.wd1.myworkdayjobs.com/en-US/Kean/details/Associate-Director--Department-of-Public-Safety-Police_R2605

Apply By Email

Job Description

External Applicant Instructions

- Please upload your resume/CV for automatic population of information to your Kean application.
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Your contact information, work experience and education will be automatically filled in. Please review all fields - you will need to verify that the data is accurate.

- **In the “My Experience” section, you will find a resume/CV upload option where you can submit your cover letter and any other supporting documents you may wish to submit.**

Department of Public Safety/Police

Associate Director

Under the supervision of the Assistant Vice President of Public Safety and Campus Police, the Associate Director assists in the administration of the Department of Public Safety/Police; manages one or more sections of the department; acts with the authority of the Assistant Vice President in their absence; and does related work as required. The Associate Director works with the university community to provide a safe environment for students, faculty, staff and visitors at all campus locations. This position requires travel and a flexible schedule including evening and weekend hours. This position assists the Assistant Vice President with response in crisis and emergency situations.

Qualifications: Graduation from an accredited college with a Bachelor's degree; four years of professional experience in law enforcement or a related field; and a driver's license valid in New Jersey is required. Applicants who do not possess the required education may substitute experience on a year-for-year basis. Master's degree and ten years of command level police experience is preferred. Candidate must have excellent oral and written communication skills; excellent organizational skills, including comparative research; excellent interpersonal skills; and computer skills, including Microsoft Office and Google Workspace.

Candidacy review begins immediately and continues until appointment is made. **Please submit your cover letter, resume/CV and contact information for three professional references.** Official transcripts are required prior to the starting date of employment.

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Attention current Kean University employees (including part-time Student Assistants, Graduate Assistants, Academic Specialists and Adjuncts): Please apply via the internal career site to ensure consideration as an internal candidate. To apply internally, please log into your Workday account and select the Career icon on your homepage to view available positions.

Additional Information

Kean University complies with the [New Jersey First Act](#) (Senate Bill No. 1730, P.L. 2011, Chapter 70). Any individual newly hired by Kean University will be required to abide by this law and establish a principal residence in New Jersey. New employees will have a full 365 days to establish such residence, from the effective date of hire.

In compliance with the Americans with Disabilities Act (ADA), if you have a disability and would like to request an accommodation in order to apply for a position, please refer to Section III.A. of our [Reasonable Accommodations Policy & Procedures](#).

Diversity & Non-Discrimination Statement

Kean University is committed to establishing and maintaining a diverse campus community through inclusive excellence and equal opportunity. Kean's commitment to access and equity is designed to prepare each graduate to not only thrive, but climb higher in a diverse world. As an affirmative action, equal opportunity institution we work to support a campus-wide agenda to foster a community that both values and promotes the diversity and equity of all students, faculty, staff, administrators, and beyond.

EEO/AA Statement

Kean University is an Equal Opportunity/Affirmative Action/Veterans/Disability Employer

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Contact Information

Please reference Academickeys in your cover letter when
applying for or inquiring about this job announcement.

Contact

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