

TEAM | The Evangelical Alliance Mission

Human Resources Department

P.O. Box 969

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United States



team.org

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ABOUT THE EMPLOYER

TEAM - The Evangelical Alliance Mission is a global ministry organization founded in 1890 that partners with churches to equip and send global servants who make disciples of Jesus Christ among the nations, leading to the formation of reproducing churches, going where the most people have the most need. We envision the church transforming our world, proclaiming the Gospel in both word and action.

To accomplish this purpose, we subject our lives to the truth of Scripture and we rely on God through prayer. God provides what is necessary to carry out His plan to build His Church among the nations. While only God can save, we speak His words, use His gifts, and reflect His love. Without constant reliance on God through prayer and obedience to His Word, we can do none of these things.

TEAM is both an equal opportunity employer and a faith-based religious organization. We conduct hiring without regard to race, color, ancestry, national origin, citizenship, age, sex, marital status, parental status, membership in any labor organization, political ideology, or disability of an otherwise qualified individual. The status of TEAM as an Equal Opportunity Employer does not prevent the organization from hiring personnel based on their religious beliefs so that all personnel share the same religious commitment. Pursuant to the Civil Rights Act of 1964, Section 702 (42 U.S.C. [§] 2000e[-]1(a)), TEAM has the right to and does, hire only candidates who wholeheartedly and without reservation agree with [TEAM's Statement of Faith](#).

ABOUT YOU

Every candidate should be a believer in the Lord Jesus Christ who is in fellowship with a bible-believing church and **wants to make a difference through involvement in the global advance of Christ's Kingdom**. This individual must personally embrace the [purpose, vision, beliefs, and values of TEAM](#).

TEAM STAFF COMPETENCIES

Interpersonal Skills

- Treats others appropriately with sensitivity and respect
- Resolves differences effectively and graciously
- Contributes to team cooperation among workgroups

Communication

- Listens actively and asks for clarification as needed
- Expresses thoughts clearly in speaking and writing
- Selects the medium, forum, and manner appropriate for the setting and culture

Adaptability

- Flexible with differing work styles and culture
- Receptive to new or additional assignments
- Responds constructively to changing conditions and setbacks

Servanthood

- Shows a commitment to serve for the good of others
- Ensures that actions meet the needs of the work context
- Embraces accountability for one's work and outcomes

Decision-making

- Considers differing points of view and seeks input
- Able to analyze facts, solve problems and make decisions
- Demonstrates prayerful discernment and good judgment

Task Management

- Demonstrates mastery of fundamentals required
- Takes Initiative that leads to effective results
- Plans and prioritizes workload for timely completion

Continual Learning

- Assesses and recognizes own strengths and weaknesses
- Maintains a growth plan and pursues self-development
- Regularly meets with a growth partner for encouragement

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JOB DESCRIPTION

Job Title:	Director of Global Security	Revised Date:	July 2021
Reports to:	Executive Director of Global Services	Department:	Services
Work Location:	Approved Remote Location	Job Classification:	Part-Time

JOB QUALIFICATIONS:

- Spiritually mature with a growing relationship with Jesus Christ
- Strong oral and written communication skills
- Experience working in a multi-cultural environment
- Ability to work cross-functionally with other departments
- Able to easily maintain confidentiality and prudence in communication
- A self-starter who has a track record of successful planning, execution, and follow-through to accomplish agreed-upon objectives
- Comprehends and speaks fluent English
- At least 10 years experience in a role with significant security responsibilities
- Ability to travel domestically and internationally to fulfill the job responsibilities (approximately 30%)
- Robust knowledge of best practices and mitigation strategies related to emergency planning, continuity planning, physical security, asset protection, travel security, and event security
- Professional certification(s)/higher educational degree(s) complementary to a lead security executive role preferred

WORKING CONDITIONS AND PHYSICAL REQUIREMENTS:

The following abilities are required for the position:

- Work at a desk in an office or home-office setting; Sit at an office desk or in a meeting room for extended periods of time
- Operate office equipment, as necessary
- Use a keyboard and mouse to enter, retrieve or transfer words or data information and/or move from screen to screen on the computer to view information
- Tolerate dust and fumes from general cleaning and maintenance procedures
- Display the reading skills necessary to proofread written material
- Perform basic mathematical calculations
- Walk, stand, stoop and kneel to file and retrieve files from cabinet drawers
- Able to navigate international travel alone

JOB OVERVIEW:

The Director of Global Security will be responsible for the development, implementation, and monitoring of an effective strategy to mitigate risk, maintain continuity of operations and provide for the safety and security of TEAM's global workforce. The Director is responsible for using best practices to identify, analyze, and support all incidents that are either impactful or potentially impactful to TEAM and its global workforce. The Director is responsible for communicating information surrounding those incidents to leadership as appropriate. The Director will act as the subject matter expert on safety and security-related matters. The Director will be responsible for implementing and overseeing safety and security policies and standards both in the US and around the world. This position will develop security policies and systems that address TEAM's unique security challenges while working to fulfill its mission.

KEY RESPONSIBILITIES:¹

- Develop and maintain crisis and contingency policies (including a security manual) and update them as needed
- Coordinate (prepare, provide, or arrange) initial and ongoing training in field security, risk assessment and management, contingency planning, and crisis management for all TEAM staff as appropriate. This includes developing/managing appropriate online training
- Oversee the preparation and maintenance of appropriately current contingency plans for all international staff
- Assist in development/management of campus emergency plans where US staff are located
- Partner and network with security agencies of relevance, including US and other international government organizations as necessary (e.g. US Dept of State)
- Actively participate in the Risk Management Network (RMN) and consider participation in other groups such as the OSAC Faith-Based Organizations Working Group and ASIS
- Understand foreign insurance coverage and related resources and services (Hiscox and Control Risks) as it relates to security issues
- Maintain contacts and contracts with agencies that can provide help in times of crisis such as Concilium and Crisis Consulting International (CCI)
- Stay up-to-date daily on news from high and moderate risk areas using multiple information sources available
- Assist Communications and Personnel Departments in producing adequate secure messaging
- Consult on TEAM's website and social media practices as relates to potential threats to workers/staff
- Manage emergency telephone system and or other forms of emergency communications
- Establish/manage a system for travel/location monitoring
- Provide support/consultation to Vulnerable People Policy efforts
- Assist the International Director in determining when a Crisis Management Team should be assembled
- Participate in all Crisis Management Team meetings
- Serve as counsel for leadership personnel in times of crisis or relative to risk management
- Coordinate communication for the TEAM spokesperson during critical incidents as needed
- Report to the Compliance Committee in writing or in person for each meeting

¹ Disclaimer: The information in this job description indicates the general nature and level of work to be performed. This job description is not designed to contain or be interpreted as totally comprehensive of every job duty, responsibility, or qualification required by an employee assigned to this job. While employed in this position, an employee may be required to perform other assignments not listed in the job description.

Applications for employment are available online at <https://team.org/about-us/staff-opportunities>. Inquiries may be made to:

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