



Historic Deerfield Security Guard

Job Overview:

Historic Deerfield Inc. is seeking a reliable and observant Security Guard to help maintain the safety and security of our employees, visitors, buildings, grounds, collections, and equipment. This role also involves monitoring the property for maintenance issues such as leaks, property damage, and equipment malfunctions, ensuring they are promptly reported. The Security Guard will respond to alarms and security incidents in a professional and efficient manner. Job Classification: Part-time, 2nd Shift (Weekends & Holidays) – Non-Exempt

Key Responsibilities:

- Monitor and patrol buildings, grounds, and assets to maintain security and prevent unauthorized access.
- Conduct routine checks for maintenance issues (e.g., leaks, property damage, or equipment malfunctions) and report findings to maintenance personnel.
- Respond to alarms and security incidents, taking appropriate action as needed.
- Ensure the safety of employees and visitors during assigned shifts.
- Maintain clear and professional communication with staff and emergency responders when required.
- Perform other security-related duties as assigned.
- May be asked to salt or sand on an emergency basis in high-traffic areas.

Qualifications:

- A valid driver's license is required.
- Ability to remain alert and attentive throughout shifts.
- Strong communication skills and ability to interact professionally with staff, visitors, and emergency personnel.
- Basic knowledge of security procedures and the ability to handle emergencies effectively.
- Capability to perform physical tasks, including walking, standing, and patrolling large areas for extended periods.

Work Schedule:

- Saturday & Sunday, including holidays: 3:00 PM – 11:00 PM
- Additional hours may be available to cover full-time employees or in emergency situations.

Compensation:

- Starting salary: \$16.00

To apply: submit a resume, cover letter, and the contact information for 3 references to: jobs@historic-deerfield.org.