



Friends of Waterfront Seattle Public Safety Manager Job Description

About Friends & Waterfront Park

Friends of Waterfront Seattle (Friends) is the nonprofit partner to the City of Seattle, responsible for helping to fund, build, steward, and program the park — today and into the future. In addition to raising \$110M by 2024 to fund park construction, Friends will provide funding and manage the programming and operations of the future Waterfront Park through a joint-delivery partnership with Seattle Parks & Recreation. Park construction has begun following the Viaduct's removal and the first piece of the park — Pier 62 — is now open.

Waterfront Park is situated on the land of the Coast Salish Peoples, who have resided here since time immemorial and continue to thrive. With respect and humility, we acknowledge the history of the waterfront, the dispossession of land from the Coast Salish people and, most importantly, the strength and resilience of Native people and their culture through this history to the present. This acknowledgement serves only as a first step in honoring the land that we occupy and the first peoples of that land. Friends recognizes the work to build and repair relationships with Native communities will be long and evolving.

The construction of Waterfront Park is underway and scheduled to be completed in 2024. Designed to provide green spaces, elevated views, and recreation opportunities, Waterfront Park will be a place where residents and visitors can connect with nature and each other.

Friends of Waterfront Seattle acknowledges that historic and existing systemic racism is embedded in our city. This shows up in our park and public space system. Friends is committed to becoming an anti-racist organization by prioritizing racial equity inside the organization and in the public spaces we operate.

As the nonprofit responsible for sustaining and programming the park in perpetuity, our goal is to create inclusive spaces for community-driven cultural events, recreational activities, and educational opportunities where all people — specifically, Black, Indigenous, and People of Color (BIPOC), as well as underserved communities — feel welcome and safe.

The Role

The **Public Safety Manager** is a key member of the operations team and works in collaboration with colleagues across the organization, as well as with public, private, and nonprofit partners in community efforts around public safety. The Public Safety Manager will oversee the goal of fostering a healthy waterfront neighborhood through partnerships that include City law enforcement, private security, and social service outreach. Responsibilities will grow as the entire 20 acres of new public spaces open in 2024, welcoming over 8 million visitors.

Reporting to the Senior Park Operations & Recreation Manager, the **Public Safety Manager** position will manage the overall public safety for Pier 62 and the future Waterfront Park working closely with City partners, local businesses, private security services, and social service outreach contractors. Duties include developing and updating Pier 62's public safety plan, evaluating industry leading public safety policies, protocols, and procedures to learn from, steering risk management assessments, and serving as primary on-call for incident and emergency response for the organization.

Position Responsibilities

Diversity, Equity and Inclusion

- Contribute to an inclusive workplace culture and adhere to Friends' Community Agreements.
- Find, invite, and listen to many different voices from many different backgrounds – to participate in public safety meetings, committees, panels, and tasks forces.
- Proactively engage diverse communities in decision making, communications, and emergency response.
- Maintain and evaluate the integrity of the Community Safety Plan – continually assessing for equitable outcomes and incorporating community suggested improvements.
- Ensure that Waterfront Park is a safe, welcoming, inclusive space with focus on social support and holistic community safety – first step is social service outreach, not enforcement.
- Engage in regular conversations about race and equity through all-staff meetings, trainings, and a DEI book club.

Waterfront Park Public Safety

- Manage park security detail for daily operations and larger events in close collaboration with City partners and Friends' security and social service outreach contractors.
- Maintain key relationships at Seattle Police Department (SPD), Seattle Parks & Recreation (SPR) security; Law Enforcement Assisted Diversion (LEAD), private security providers throughout the neighborhood, and security teams at project partners including Pike Place Market & the Seattle Aquarium.
- Serve as an information conduit between SPD, SPR, Seattle Department of Transportation (SDOT), Evergreen Treatment Services (ETS/REACH) and the community regarding up-to-date information about daily patrol, enforcement, and social service outreach operations.

- Develop, implement, and continually assess Emergency Management and Incident Response plans, trainings, and protocols
- Coordinate and inform Emergency Management response efforts with partner agencies, organizations, and businesses.
- Develop and lead a regularly scheduled in-service training for Friends team members, Friends' contractors, and partner organizations.
- Assist the Senior Park Operations & Recreation Manager with managing the contracts for Friends' private security contractors and social service outreach team
- Serve as the primary responder to emergencies; be responsive on weekday evenings and rotating weekends (about half) to address and manage emergencies as needed.

Community/Neighborhood Safety

- Establish, strengthen, and maintain positive relationships with park partners. Be a direct resource and support to neighborhood constituents – businesses, residents, property owners, employees and visitors.
- Coordinate public safety efforts to appropriately address the needs and concerns of business owners, neighborhood groups and residents, and users of public space on the waterfront.
- Convene and manage year-round Waterfront Public Safety Coordination meetings with established neighbors and partners with the goal of enhancing public safety by improving collaboration and communication.
- Develop agenda, meeting minutes, listening forums, and distribution of information as well as the development and support of information sharing to keep community constituents updated on current issues.
- Coordinate and support, as appropriate, community-driven initiatives to enhance public safety service and community social service outreach delivery.
- Identify areas for policy and programmatic improvement for the betterment of the neighborhood.

Safety Policy & Administration

- Develop and implement security policies, protocols and procedures.
- Determine and track measures of public safety data to measure success of programs and activities and adaptively manage security recommendations based on data.
- Control budgets for security operations and monitor expenses.
- Manage contracts for private security (daily and events) and social service outreach.
- Plan and coordinate security operations for daily programming and specific events ranging in size.
- Create reports for management on public safety, social service outreach, and data collection.
- Develop and maintain a Waterfront Call Tree to engage stakeholders, solving for clear coordinated communication and incident response.

Qualifications

- Bachelor's Degree, or equivalent relevant experience.
- A commitment to incorporating the practices and ethos of Diversity, Equity, and Inclusion (DEI) in all facets of your work.
- Understanding of complex social issues (i.e., homelessness) and systemic intricacies that affect community safety with a focus on removing barriers and addressing root causes.
- A minimum of 10 years of experience, or an equivalent combination of education and experience, in public safety, security and/or risk management, including at least 5 years in a leadership, management, or supervisory position.
- Schedule flexibility to be on-call and to work outside of regular business hours, including weekday nights and weekends.
- Ability to handle sensitive information in a confidential manner and to tactfully handle stressful situations and to negotiate and resolve conflicts, while observing organizational protocols.
- Ability to be an innovative and resourceful problem-solver, eager to take initiative to handle requests and resolve issues quickly with minimal supervision.
- Ability to work collegially as a member of a team and help ensure coordinated, integrated, and efficient workflow.
- Deep interest in understanding a range of diverse cultural differences and the ability to work effectively with people from a range of social, ethnic, and cultural backgrounds.
- Demonstrate excellent knowledge of public safety procedures, security protocols, emergency management.
- Experience in emergency response planning.
- Excellent written, interpersonal, and public-speaking skills.
- Must pass Friends of Waterfront Seattle background check requirements.

Compensation and Benefits

The Public Safety Manager is a full-time position. The annual salary range for this position is \$80,000-\$100,000. Vacation, health care and dental coverage, and transit pass are paid by the organization. Ability to participate in defined contribution retirement plan with 3% match by the organization.

Work Environment

The Public Safety Manager role is located in Seattle, WA and is required to be available in person to manage the site as well as quickly available and responsive for emergency incidents and on-site management. The position consists of a mixture of approximately 30% temporarily remote work and 70% on-site presence. Onsite needs vary based on seasonality.

To Apply

In lieu of a traditional cover letter, please submit a one-page document that explains how your professional and lived experiences led you to this moment and prepared you to be successful in this role with Friends.

Submit the above document and resume at the link below:

<https://friendsofwaterfrontseattle.bamboohr.com/jobs/view.php?id=37>

If you need assistance and/or a reasonable accommodation due to a disability during the application or recruiting process, please note in your submission.

Applications will be accepted until filled.