



PUBLIC SAFETY SERGEANT
JOB DESCRIPTION

DSM Code:	Mid-Atlantic – DSM 30875698 NCR – DSM 30345954 Florida – DSM 80246300	Pay Grade:	Mid-Atlantic – DSM 30875698 – NJ NCR – DSM 30345954 – NH Florida – DSM 80246300– NI
Job Code:		FLSA:	<input type="checkbox"/> Exempt <input checked="" type="checkbox"/> Non-Exempt
Job Family:	Environmental, Health & Safety	Job Sub-Family:	Security
Personnel Area:	Mid-Atlantic – HS01, HS02, HS30 NCR – HS20, HS40 Florida – HS50	Department:	Public Safety
Creation Date:	Nov 2024	Revision Date:	

SUMMARY

The Public Safety Sergeant will ensure the safety and security of patients, visitors, staff, and assets. This position will provide guidance, leadership, and support to security officers, fostering a culture of professionalism, excellence, and accountability. This position requires strong leadership skills, a comprehensive understanding of security protocols, and a commitment to promoting a safe and secure environment within the healthcare facility.

ESSENTIAL FUNCTIONS

Reasonable accommodations may be made to enable individuals with disabilities to perform all functions.

- Supervise and lead a team of public safety officers and security personnel, including scheduling, training, assisting with performance evaluation, and makes recommendations for disciplinary action, to ensure a high level of professionalism, competence, and effectiveness in security operations.
- Coordinate and oversee security operations, including patrols, access control, surveillance monitoring, and emergency response, to maintain a safe and secure environment within the healthcare facility.
- Conduct regular inspections and assessments of security equipment, facilities, and procedures, identifying areas for improvement and implementing corrective actions to enhance security measures and protocols.
- Respond to security incidents, emergencies, and disturbances within the facility, providing guidance and direction to security personnel to ensure a prompt, effective, and coordinated response.
- Serve as a liaison between the security department and other departments within the healthcare facility, collaborating on security-related initiatives, projects, and programs to address safety concerns and improve security posture.
- Conduct investigations of security breaches, incidents, and complaints, gathering evidence, interviewing witnesses, and preparing detailed reports for review and action by appropriate personnel.
- Assist in the development and delivery of training programs and drills for security officers, healthcare staff, and other stakeholders to enhance readiness, response capabilities, and compliance with security protocols and emergency procedures.
- Monitor and evaluate security technologies, equipment, and systems, recommending upgrades, enhancements, and improvements to ensure optimal performance and effectiveness in safeguarding the facility.
- Maintain professional relationships with local law enforcement agencies, emergency responders, regulatory authorities, and community partners, representing the facility in security-related matters and facilitating collaboration and information sharing.
- Serve as a role model and mentor to security officers, demonstrating professionalism, integrity, and dedication to promoting safety, security, and well-being for all stakeholders within the healthcare environment.



QUALIFICATIONS

Education:

- High school diploma or equivalent required.
- Associate’s Degree in criminal justice, security management, or a related field preferred; equivalent combination of education and experience may be considered at a substitution of 2 years work experience for 1 year education, in addition to minimum experience requirement.

Knowledge, Skills, and Abilities:

- Completion of specialized training programs in security management, emergency response, crisis intervention, or healthcare security preferred.
- Excellent communication and interpersonal skills, with the ability to interact effectively with diverse individuals and handle sensitive situations with professionalism and empathy.
- Proficiency in the use of security equipment, technology, and software applications, including surveillance systems, access control systems, and incident reporting software.
- Physical fitness and mobility to perform duties requiring prolonged standing, walking, and occasional lifting or carrying of equipment or supplies.
- Flexibility to work rotating shifts, weekends, holidays, and overtime as needed to meet staffing requirements and respond to emergent situations.
- Commitment to upholding ethical standards, confidentiality, and professionalism in the execution of duties, with a dedication to promoting safety, security, and well-being for all stakeholders within the healthcare environment.

Required Licensure, Certification, On-going Training:

- Valid driver's license with no more than 5 current points, and the ability to obtain and maintain any required endorsements or certifications.
- Successful completion of post-hire entry training course, included but not limited to: CPR, Stop the Bleed, Narcan, and de-escalation. Must maintain certification requirements.
- Effective 1/1/2025: Possession of Maryland Security Guard license or must file for license within the first 2 weeks of employment. Must obtain Security Guard license within first 90 days of employment.
- International Association for Healthcare Security and Safety (IAHSS) Supervisor Level Certification required.
- Possession of relevant certifications, licenses, or credentials in security, emergency management, or healthcare security, as required by state regulations or facility policies.

* Sibley Memorial Hospital:

Possession of DC Security Officer License or must file for license within the first 2 weeks of employment. Must obtain Officers license within the first 45 days of employment.

*All Children’s Hospital:

Possession of Florida Security “D” License. Must obtain license within the first 180 days of employment. renewed on a biannual basis.

* Employees hired from BSI prior to 6/30/2025 will be exempt from possessing a high school diploma or equivalent. These employees will have 12 months from their transfer date to obtain their drivers’ license and International Association for Healthcare Security and Safety (IAHSS) Supervisor Level Certification.



PUBLIC SAFETY SERGEANT
JOB DESCRIPTION

* Johns Hopkins employees will have 12 months from the acceptance of this job description to obtain their drivers' license and International Association for Healthcare Security and Safety (IAHSS) Supervisor Level Certification.

Work Experience:

- Minimum of 5 years of experience in security, law enforcement, or military roles, with demonstrated leadership, supervisory, and managerial abilities.

Additional Requirements:

- Applicants must be at least 21 years old to apply. Exceptions may be considered for individuals under 21 who have:
 - Military experience
 - Law enforcement experience
 - Comparable security experience in a health care environment

Machines, Tools, Equipment:

Weapons Detection System, Surveillance cameras, Access Control Systems, Security Alarms

DIMENSIONS

Cost Management:

Problem Complexity:

- Strong problem-solving abilities, critical thinking skills, and decision-making capabilities, with a focus on finding practical solutions to complex security challenges.

Autonomy and Responsibility:

-

Reports To:

Lieutenant

People Management:

None

WORKING CONDITIONS & PHYSICAL DEMANDS

Working Conditions:

- Work in an environment where there are physical discomforts due to temperature, noise, dust and the like.
- Extensive or prolonged standing and/or walking up to 8 hours or more. Occasional running and/or rapid climbing of multiple flights of stairs.
- Work requires the ability to bend, stoop, squat and reach.
- Ability to hold, restrain or apprehend, usually as part of a team, aggressive individuals.
- Ability to lift at least 50 lbs.



Johns Hopkins Health System

PUBLIC SAFETY SERGEANT
JOB DESCRIPTION

Travel:

Shift:

Flexibility to work rotating shifts, weekends, holidays, and overtime as needed to meet staffing requirements and respond to emergent situations.

APPROVALS

The Approving Director and Human Resources Business Partner must sign this section.

Director/Vice President Signature

Director/Vice President Name (Printed)

Date

HRBP Signature

HRBP Name (Printed)

Date

ACKNOWLEDGEMENT AND ACCEPTANCE

I understand that every effort has been made to make this job description as complete as possible. However, it in no way states or implies that these are the only duties that I will be required to perform. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or is a logical assignment of the position. I accept that at any time there may be modifications or changes to the above job description.

I have read and understand the above job description. I acknowledge that all items are essential to the job. I understand the job demands and I agree that I am able to perform the essential functions of the job, with or without reasonable accommodations.

Employee Signature

Employee Name (Printed)

Date