



## POSITION ANNOUNCEMENT

Security Management Resources, Inc.® an international executive search firm whose global practice is focused exclusively on professional and executive level corporate security positions, is seeking candidates for the following opportunity.

**TITLE:** Program Manager Incident Strategy Trainer  
**LOCATION:** Seattle Metro Area  
**SALARY:** Open  
**RELOCATION:** No  
**REPORTS TO:** Site Director – Incident Strategy, Global Security – Risk Mitigation

### SUMMARY

This position requires an experienced manager to drive security strategies and programs in support of our client facilities/operations worldwide. The professional in this position will provide guidance to the key business leaders in the North and South Americas region and assist with security incidents as appropriate, leveraging existing physical security services. This manager will work on designing, conducting and evaluating training, exercises and preparedness planning focused on catastrophic natural and manmade disaster scenarios. The incumbent will develop, write and revise emergency and incident response plans. Applies an extensive background in emergency management at the federal, state or local EM level, and leverage their experience in training executive level management personnel in emergency response. Experience with developing response plans, response integration planning and/or participating in exercise is required. The successful applicant will have strong cross group collaboration and communication skills and the experience to make effective presentations to all audience levels.

### RESPONSIBILITIES

- Manage all tactical details related to the implementation of Global Security's Incident Management (IMP) program strategy in the North and South America region.
- Training Sr. level management and implementing our client's Incident Management Plan (IMP) in the America's (North and South America).
- Develop and maintain supportive relationships with Global Security personnel in the North and South America region by providing value added information, resources, and training to further drive the IMP program forward.
- Develop incident specific contingency plans as needed to support emerging threats; oversee and refine annual updates of existing plans.
- Develop incident management training based upon best practices, program strategy, and regional needs.
- Track and maintain regional KPI's and metrics for the North and South America as defined by the program and report out status for program scorecards, quarterly business reviews (QBR), and other channels as requested.

Security Management Resources, Inc.® is an international executive search firm with global niche market expertise focused exclusively on professional and executive level corporate security positions. SMR's principals and associates all have significant senior level management experience managing corporate security programs across a wide range of industries for some of the world's leading organizations.

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- Communicate North and South America regional update on strategies, methodologies and tools to Global Security SLT on a quarterly basis.
- Manage delivery of complex projects/programs through their completion including follow on program enhancements
- Manage technology projects designed to increase organizational agility.
- Identify emerging technology tools and partner with the product development team to manage deployment/implementation of tools enhancing the agility of Global Security's response to life safety issues.
- Assist with the development of security policies, standards and procedures and identify resources to publicize best security practices.
- Oversee the maintenance and regular exercise of the Incident Management Plan, procedures and responses.
- Identify preferred business partners for emergency response training. Exercise plan and training design and implementation focusing on building a global network of competent suppliers and expert resources.
- Maintain strong working relationships and collaboration with outside contingency planning professional organizations and local, regional, and governmental emergency response groups in each region.
- Provide oversight of tactical details to expand critical incident planning program.
- Assist in increasing the capability and capacity of incident management teams (IMTs) in North and South America and around the globe.

## COMPETENCIES/ABILITIES

- 5+ years demonstrated experience with process training and development
- Train-the-Trainer experience
- 5+ years Project Management experience
- 3+ years of general experience with Emergency or Incident Management, Crisis and Risk Management, or similar industry. Critical Incident Management preferred.
- 3+ years direct experience as a supervisory staff member in an emergency operations center managing events effecting life and safety
- Articulate and tactful team player
- Strong verbal and written communication skills and demonstrated experience in team leadership
- Highly skilled at developing relationships and rapport with key stakeholders including but not limited to partnering effectively with Global Security personnel and IMT members
- Ability to work in a dynamic environment with critical deadlines
- Must have strong organizational skills

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<http://www.smrgroup.com>

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- Proficiency in Microsoft Office Products (Word, Excel, PowerPoint, SharePoint and Project)
- International experience: This position requires at least 3 years experience of living and/or working in North and South America, or at a minimum has worked closely with professional Latin American colleagues and customers.
- Bilingual - English and proficiency in Spanish is required.
- Travel required: This individual will have up to 20 national and international trips between now and end of FY.

**Education/Experience:** Bachelor's degree required, graduate degree preferred; 10+ years significant experience in emergency management, law enforcement, public service or private sector security organization preferred, with progressively responsible management experience, or an equivalent combination of education and experience sufficient to perform the essential functions of the job.

**Competencies (as demonstrated through experience, training, and/or testing):**

- Understanding of emergency management, security and systems integration.
- Strong cross-group collaboration and relationship management skills including directing & coordinating virtual teams to achieve deliverables
- Demonstrated change management, project management and problem-solving skills
- Think strategically and develop actionable plans for execution
- Action oriented with a passion for getting things done quickly, efficiently, and properly
- Attention to detail
- Planning, organizing and leadership skills.
- Oral and written communications skills.
- Strong customer service and service delivery orientation.
- Ability to manage emergency management operations at multiple sites dispersed over a wide geographic area.
- Interact effectively at various social levels and across diverse cultures.
- Demonstrated effective leadership and contributing member of project teams.
- Facilitate progressive change.
- Organize and coordinate many deliverables simultaneously.
- Take the initiative and achieves agreed upon results.
- Rapidly adapts to changes in the external environment and organization

## **RESUME SUBMITTAL**

Interested candidates should submit their resumes via the position posting on the SMR website at:

<http://www.smrgroup.com/SMR-Jobs.htm>

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