**JOB DESCRIPTION**

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| **Job Title:** | Director of Security |
| **Department:** | Security |
| **General Definition**: | The Director of Security is responsible for Lenape Entertainment, LLC security operations, including but not limited to risk management, loss prevention, safety, training, investigations, budgeting, disaster prevention, and employee management. |
| **Supervision Received:** | Executive Director of Operations, Assistant Executive Director of Operations |
| **Supervision Exercised:** | Security Manager |

**Essential Job Functions:**

- Lead security initiatives and operations including developing, maintaining and overseeing the day to day security operations.
- Provide leadership of security operations, including incident response and risk management.
- Develop, coordinate, and implement policies, procedures, within the laws, Gaming Commission regulations and Internal Controls.
- Establish measures, metrics, thresholds and targets to drive performance in alignment with security department and other business departments.
- Develop, create and implement an accepted and sustainable security culture. Address employee conduct, performance, and employee development issues. Oversee the hiring of security staff.
- Oversees and administers Security personnel work schedule to reduce overtime hours and ensure all shifts are fully covered.
- Applies positive communication, interpersonal, and leadership skills with guests, (internal and external) at all times.
- Ability to maintain communication with Gaming Commission with respect to bans and exclusions.

- Measure and track department's success and analyze data to form proposals for improvement.
- Accurately document and maintain all reports of incidents on casino property.
- Partners with Surveillance department, when warranted.
- Required to be on-call 24/7.
- Performs all other duties as assigned

## MINIMUM QUALIFICATIONS

### Education:

- Bachelor degree; combination of education and/or five (5) plus years of security experience will be accepted in lieu of education
- Four (4) years supervisory experience
- CLEET Certification Phase IV

### Knowledge, Skills, and Abilities:

- Must possess excellent customer relations, leadership and communication skills.
- Must have ability to use good judgment in intense situations.
- Must be proficient in writing detailed reports and have good basic mathematical skills.
- Must be willing to work any day of the week and any shift.
- Must demonstrate integrity and maintain confidentiality with all guest, employee and proprietary information.
- Must be able to follow all instructions, written and oral.
- Must be able to work in a casino environment where second hand smoke, loud noises and flashing lights are present, when warranted.
- Must be able to push, pull, lift and carry objects weighing up to 50 pounds.
- Must be able to stand or walk for prolonged periods of time.

### Training and Experience:

- Five (5) - eights (8) years of security experience

**Licenses/Certifications/Other:**

- Must be able to pass a thorough background investigation of criminal and financial history to obtain a Gaming License from the Office of the Delaware Gaming Commission.
- Must be able to complete pre-employment drug test with a negative result.
- Must pass an annual Title 31 exam.
- Must be able to pass annual A.C.E. training exam.

I hereby acknowledge that I fully understand the job description and requirements.

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Employee Signature Date