

Head of Security

Reports to: Director of Park Operations

Line Reports: No Line Reports

Job Description

Overall Role Purpose

The Head of Security will be responsible for the development and implementation of robust security strategies, and arrangements across the Queen Elizabeth Olympic Park, including interaction with venues and events. This is a key role in creating and maintaining a new destination for London, with a quality park incorporating world class venues and events at its heart.

Develop and manage the delivery of the security programme for the Park. Be responsible for engaging and ensuring that all security personnel working across the park for various operators work within the agreed Company strategy.

Develop and maintain a strong relationship with the Metropolitan Police on a national and at a local London Borough level being aware at all times of any security threats or matters that may affect the Park.

Develop and maintain strong relationship with Security personnel at Westfield Stratford, Transport for London, Lee Valley Regional Park Authority to be aware of neighbouring activities that could affect the operation and security of the Park.

Key Accountabilities

1. Design, develop, and implement a robust and customer focussed security strategy working with the Metropolitan Police and the OPLC security contractor.
2. Work with key internal and external stakeholders to develop and implement a comprehensive Security Programme to be followed across the Park and an effective Information Management System.
3. Develop strong relationships with all of the venue (Stadium, Aquatics, Multi Use Arena and the Velodrome) operator's Security personnel ensuring that protocols are being followed, as well as sharing and receiving information to maintain optimum business continuity of the park.
4. Ensure the implementation of a robust risk assessment and management process.

Role Profile

5. Liaison and collaboration with the Director of Park Operations and the Director of Programming and Events to ensure that appropriate security measures are in place for any planned events/ initiatives across the Park.
6. Develop and maintain a strong and close relationship with the Metropolitan Police both on a National and local level being aware of any indirect or direct security threats that may affect the Park.
7. To be aware of the security threat level facing the Park at any point in time.
8. Develop strong stakeholder relationships with community support officers in the local boroughs especially Newham, and external stakeholders being aware of any neighbouring activities that may affect the Park.
9. Report directly to the Director of Park Operations.
10. Provide input and assist in developing the business continuity plan for Park and Venue operations.
11. Prepare year-end operations reports, providing analysis and recommendations for future actions and improvements.
12. Assist in event management framework, including guidelines and policies.

Person Specification

Part One

It is essential that in your written application you clearly set out your evidence against the appointment criteria listed in Part One. For candidates invited for interview these responses will be further developed and discussed together with the criteria listed in Part Two.

Education/Qualifications

Relevant degree (or equivalent) with evidence of continuing professional development. At least five years experience within security or community policing.

Knowledge and Experience

- Significant practical and proven security experience across complex Estates and a detailed understanding of contemporary threats.
- Demonstrable project management, time management and organisational skills, including risk assessment and managing risk.
- Proven and practical experience of dealing with major incidents and business continuity.
- Practical, proven experience of managing teams, providing strategic direction and leadership.
- Fiscal and budget management knowledge and experience, including:
 - Ability to prepare, manage, monitor budgets, anticipating costs for events, animation, education and volunteering programmes and tours.
- Excellent communication skills sufficient to express strategy, ideas and agreements concisely and persuasively, both orally and in writing, to a variety of stakeholders.
- Experience of influencing and managing a range of senior stakeholders in delivering complex programmes.
- Experience of working in a political environment with a high level of public scrutiny.
- Experience of developing security for world class events and sporting fixtures.
- Understanding of security in communities.
- Ability to develop and shape policy and guidelines.
- Experience of implementing security by design strategies.

Part Two

Skills and Abilities

- Have a strong business acumen, significant stakeholder management, people leadership and project management skills.
- Ability to think and act strategically, able to respond quickly to changing circumstances.
- Strong strategic planning/ project management skills applied in an event environment, which must include people management skills.
- Ability to set priorities that accurately reflect the relative importance of activities or job duties, and effectively carry out the event goals in a manner that enhances the image of the company.
- Advanced influencing and negotiation skills.
- Leadership and management ability, including the interpersonal skill to develop and sustain effective working relationships at all levels of an organisation.
- First class communication skills, as an ambassador and advocate, providing meaningful and accessible communications and persuasive delivery of legal advice to a variety of audiences.
- Strong problem solving skills with an ability to identify innovative yet practical solutions to complex problems.
- A strong networker, able to engage and gain the trust of a wide range of stakeholders
- High levels of commercial awareness.

Behaviours

- Determination to succeed.
- Assured, assertive, engaging and credible.
- Mature judgement and ability to prioritise competing demands and tasks.
- Demonstrates strong commitment to the promotion of equal opportunities.
- High degree of integrity.