



ST. AGNES
ACADEMY
for GIRLS

ST. DOMINIC
SCHOOL
for BOYS

The Dominican
COMMUNITY of SCHOOLS

Job Title: Security Officer

Appointment: Full-Time & Part-Time; Schedule varies as needed

Reports To: School Safety Coordinator & Vice President of Campus Services

Job Summary:

St Agnes Academy - St Dominic School is seeking a qualified and professional Armed Security Officer to ensure the safety and security of our students, staff, visitors, and campus facilities. This individual will be responsible for maintaining a secure and welcoming environment across our campus, proactively monitoring for potential threats, responding promptly to safety-related incidents, and enforcing school safety protocols. The ideal candidate will demonstrate sound judgment, a strong ethical foundation, and respect for the values and mission of Catholic education.

Essential Duties and Responsibilities:

- Monitor and patrol school premises on foot and/or by vehicle to ensure safety and prevent unauthorized access.
- Respond to security incidents and emergencies in a calm, efficient, and appropriate manner.
- Deter and manage threats, including active shooter or trespassing situations, using appropriate and proportionate response.
- Secure entrances, exits, and key access points before, during, and after school hours.
- Monitor surveillance equipment and alarm systems.
- Conduct safety inspections and coordinate with local law enforcement when necessary.
- Maintain detailed reports of daily activities, visitor logs, and incidents.
- Enforce campus rules and regulations respectfully and consistently.
- Participate in safety drills and assist in emergency preparedness planning.
- Work closely with school leadership, faculty, and staff to promote a culture of safety and vigilance.
- Serve as a positive role model while supporting the school community, school policies, and teachings of the Catholic Church.

An ideal candidate would possess the following qualifications:

- High school diploma or GED required; additional training in law enforcement, criminal justice, or a related field preferred.
- Current and valid armed security guard license in Tennessee.
- Minimum three years of experience in security, law enforcement, or military service.
- Completion of firearms training and ongoing certification requirements.
- Completion of school active shooter training.
- CPR/First Aid/AED certification required or willingness to obtain upon hire.
- Excellent observational, communication, and decision-making skills.
- Ability to remain calm and act quickly in high-pressure situations.
- Understanding of adolescent behavior and experience working around youth.

Physical Requirements:

- Must be able to stand, walk, and patrol for extended periods.
- Must be able to respond rapidly to emergencies, including physical intervention if necessary.
- Must be able to lift up to 50 lbs occasionally.
- Must pass a thorough background check and drug screening.

The ideal candidate is energetic, people oriented, and excited about the opportunity to work collaboratively in an inclusive, values-based, Catholic, independent school community.

Click [HERE](#) to submit an application and upload a resume and cover letter.

St. Agnes Academy – St. Dominic School is a Catholic, independent PK2-12 school in Memphis inspired by the Dominican Pillars of Study, Prayer, Community, and Service. We prioritize relationships while preparing our students for their future. Our innovative and caring faculty is committed to growing well-balanced students - mind, body, and spirit – in a supportive faith filled environment.

St. Agnes Academy – St. Dominic School is an Equal Opportunity Employer dedicated to promoting diversity in the workplace and strongly urges all qualified individuals to apply.