



Koff & Associates  
A Gallagher Company



Port of  
**LONG BEACH**  
THE PORT OF CHOICE

# DIRECTOR OF SECURITY



Protecting the Port and Facilitating the Flow of Commerce



## THE TEAM

The Security Division is responsible for security operations and programs, emergency management and homeland security activities affecting the Port of Long Beach. The division also coordinates with local, state and federal agencies to develop and implement plans to counter all threats, including terrorism and natural disasters. The division includes over 100 security, technical and administrative positions, a budget of \$53 million, and manages over \$19 million in federal and state grant funded port security projects. Core responsibilities include management of the Harbor Patrol including a cadre of armed, uniformed public officers (pursuant to Section 836.5 of the California Penal Code) who are responsible for security and public safety on public property and the property owned by the Port and within the Harbor District.

To learn more about the Port of Long Beach, visit our website: [www.polb.com](http://www.polb.com).

## THE POSITION

The Director of Security closely coordinates with public safety partners, terminal operators, cargo owners and logistics stakeholders to ensure the safe, secure and efficient movement of over \$200 billion in commercial goods annually. The role requires a transformative leader with high professional maturity and strong credibility that can lead a uniformed service section, and establish and maintain collaborative relationships with public safety partners and port tenants. The Director will be responsible for developing and maintaining state-of-the-art technical and cybersecurity programs that enhance security, productivity and efficiency in goods movement.

## CANDIDATE CONNECT (INFORMATION SESSION)

To find out more about this exciting career opportunity and the Port of Long Beach, please join our virtual information session on **Tuesday, November 14, 2023, 5:00 PM, via MS Teams**. This is a unique opportunity to hear first-hand about the position, speak directly with hiring leaders, ask questions, and learn why the Port of Long Beach is your employer of choice! Candidates are not required to be on camera. To join audio only, call +1 323-451-1087, Phone Conference ID: 611 370 33#.

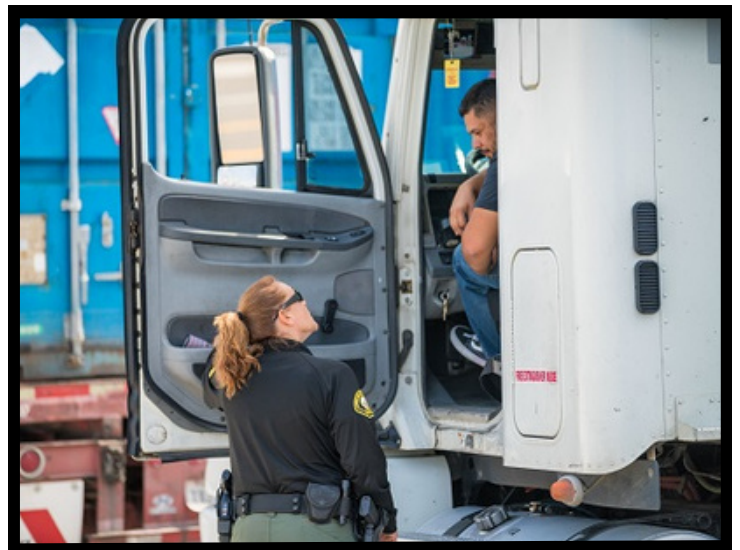
## EXAMPLE OF DUTIES

### The Role:

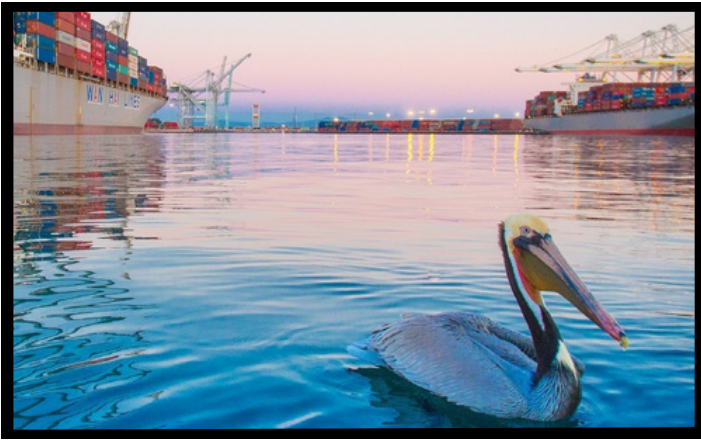
Under general leadership direction from the Managing Director of Commercial Services Bureau, the Director of Security has responsibility for planning, coordinating and directing port security and maritime law enforcement partnerships with local, state and federal agencies. The Director works collaboratively across port divisions to support the efficient move of commercial goods throughout the port complex.

### Duties include:

- Serves as a key liaison with agencies that have responsibilities for port security in the San Pedro Bay port complex, including the U.S. Coast Guard, U.S. Customs & Border Protection, U.S. Department of Homeland Security, Federal Bureau of Investigation, Long Beach Police and Fire Departments, Port of Los Angeles Port Police, California Highway Patrol, and others.
- Manages the development and implementation of Port security policies, procedures, and standards to protect port facilities, infrastructure, and waterways for all Harbor Department employees, tenants, customers, and the public.
- Appears before and addresses the Board of Harbor Commissioners, the City Council, and port stakeholders regarding safety and security concerns within the Port of Long Beach and the San Pedro Bay.
- Represents the Port of Long Beach as an executive member of the federally mandated Area Maritime Security Committee.
- Advocates with members of the federal Executive and Legislative branches for port security grant funding.
- Oversees federal and state grant applications and funding for maritime and supply chain security programs.
- Issues policy directives and amends the Port Security Program for promulgation and implementation to employees, consultants, and contractors.
- Reviews and evaluates information, reports, and other security-related documents to remain informed of current threats to the maritime industry and available countermeasures.
- Implements and enforces the Port of Long Beach Tariff.
- Oversees the management of service agreements with the Long Beach Police and Fire Departments.
- Determines, prepares, and presents the budgetary needs of the Security Division in accordance with budgeted allowances when requesting personnel, materials, equipment, and supplies to support the division's operations.
- Reviews operations and performance records and reports of employees to determine the efficiency and effectiveness of the Port of Security Program.







## QUALIFICATIONS

### *What we are looking for...*

#### **Required:**

- A Bachelor's Degree in Public Administration, Business Administration, Homeland Security or a closely related field is required. Experience offering specific and substantial preparation for the duties of the position may be substituted for the required education on a year-for-year basis.
- Minimum 10 years of professional experience in the field of transportation, goods movement, or supply chain security, with at least 5 years managing and directing field services personnel involved in patrol, special operations, port security, or counter-terrorism.
- Must be able to obtain and maintain a Transportation Worker Identification Credential (TWIC) during course of employment.

#### **Desirables:**

- Master's degree in public or business administration or related course of study commensurate with the responsibilities of the position, while not required, would be highly desirable.
- The Director of Security may be required to obtain "Secret" level clearance (DoD or FBI).

To thrive, you will need to be a seasoned executive who is politically savvy and can quickly become familiar with the Port's security operations and exhibit command presence. Success will require strong leadership, direction, and integrity. The Director of Security occupies a position of public trust, and therefore the successful candidate must have a stellar record with respect to personal and professional conduct, ethics and behavior.

If you require an accommodation because of a disability in order to participate in any phase of the application/selection process, please contact (562) 283-7500, or email [Khristina.jason@polb.com](mailto:Khristina.jason@polb.com).

## SALARY AND BENEFITS

The Port of Long Beach has established an annual salary range of **\$210,000–\$255,000** (placement depends on qualifications). Starting salary is based on qualifications. An attractive package of executive-level benefits is also included, with the opportunity of working in one of the most diverse and dynamic areas of the United States. The Port's generous benefits package includes:

- **Auto Allowance** – \$450 per month upon approval by the Executive Director.
- **Executive Leave** – 40 hours per year.
- **Retirement** – CalPERS 2% @ 62, coordinated with social security. Current member contribution is 8.00% for CalPERS, and 6.2% for social security, paid by the employee.
- **Pay for Performance** – Pay for Performance is awarded based on employee performance as demonstrated through achievement of individual goals, demonstration of required competencies, and available budget funds.
- **Deferred Compensation** – City match up to 2% of base salary for all qualified members that are contributing to the 457(b) plan.
- **Group Health Insurance** – Medical and dental options (HMO and PPO). Free vision coverage.
- **Life Insurance** – City-paid life insurance policy of \$20,000 plus executive insurance benefit equal to three times annual salary up to a maximum of \$500,000.
- **Disability Insurance** – City-paid short- and long-term disability insurance.
- **Vacation** – Vacation is accrued at 3.7 hours per pay period to begin, which is equivalent to two weeks on an annual basis. Vacation can be used after six months of service.
- **Sick Leave** – Accrued at 8 hours per month. Accruals may be converted upon retirement to cash credit toward health and /or dental insurance premiums or retirement service credits.
- **Holidays** – 11 scheduled holidays per calendar year and four (4) personal holidays.
- **Bereavement Leave** – 5 days for death or critical illness of immediate family member.
- **Education Reimbursement** – Tuition reimbursement available for employees to obtain additional education or training.
- **Annual Physical** – Eligible to receive an annual physical examination at City expense through the City provided program.
- **Public Student Loan Forgiveness** – As the Harbor Department of the City of Long Beach, a governmental agency, the Port of Long Beach is a qualifying employer for the Public Student Loan Forgiveness (PSLF) program.
- **529 College Savings Plan** – allows employees to invest specifically for future education expenses through the Long Beach City Employees Federal Credit Union. Funds can be used from your 529 savings plan to send your grandkids, kids, or even yourself, to any accredited public or private U.S. college or university – or two-year technical or vocational institution.



## APPLICATION PROCESS AND RECRUITMENT SCHEDULE

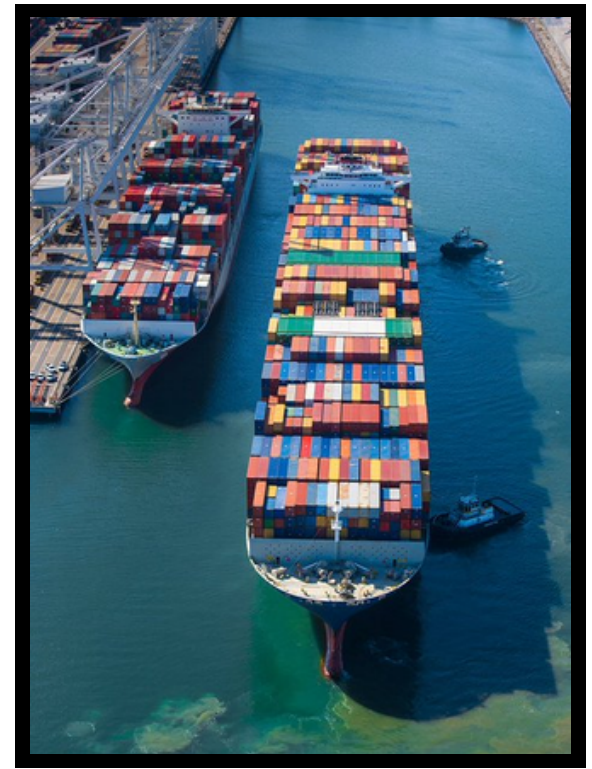
### How do we start the conversation?

The final filing date for this recruitment is **Monday, November 20, at 4:00 PM PST**. The Port reserves the right to extend the closing without notice in order to accept additional applications.

To be considered for this extraordinary opportunity, you must submit a cover letter and a resume (as PDF attachments) reflecting the scope of current/most recent organizations and responsibilities to <https://koffassociates.com/director-of-security/>.

Incomplete submissions, or those not meeting the minimum requirements, will not be considered. Documents will be evaluated to determine the most qualified applicants.

Individuals determined to be most qualified for the position will be invited to participate in a panel interview to further evaluate candidate qualifications. **First and second-round panel interviews are scheduled to take place on Monday, December 4, 2023 (virtual) and Wednesday, December 6, 2023 (in-person).** Candidates should ensure availability on both dates. The successful candidate will be appointed shortly thereafter.



### FOR MORE INFORMATION, CONTACT:



Joshua Boudreaux  
(510) 901-0044  
[josh\\_boudreaux@ajg.com](mailto:josh_boudreaux@ajg.com)  
Website: <https://koffassociates.com/>



The Port of Long Beach will consider qualified applicants with a criminal history pursuant to the California Fair Chance Act. You are not required to disclose your criminal history or participate in a background check until you receive a conditional job offer. If the Port of Long Beach has concerns about a conviction that is directly related to the job after making a conditional job offer and conducting a background check, you will have the opportunity to explain the circumstances surrounding the conviction, provide evidence to mitigate concerns, or challenge the accuracy of the background report. Find out more about the Fair Chance Act by visiting <https://calcivilrights.ca.gov/fair-chance-act>.

The Port of Long Beach is an equal opportunity employer. We do not discriminate based on race, religion, color, national origin, sexual orientation, gender, gender identity, gender expression, age, status as an individual with a disability or other applicable legally protected characteristics.