



Lummi Indian Business Council

2665 Kwina Road · Bellingham, Washington 98226 · (360) 312-2000

'Working together as one to Preserve, Promote and Protect our Sche Lang en'

JOB ANNOUNCEMENT

JOB TITLE: Lead Security Guard

OPEN: April 28, 2026

EXEMPT: No

SALARY: (8) \$24.45-\$29.82/hr. DOE

SHIFT: Day/Flexible

LOCATION: LCS Healing Spirit Clinic

DURATION: Regular Full Time

CLOSES: May 05, 2026

JOB CODE:

DIVISION: General Manager

DEPARTMENT: LCS

SUPERVISOR: Program Manager

VACANCIES: 1

JOB SUMMARY: The Security Guard will be required to patrol, monitor and report activities of the premises to prevent theft, violence or infractions of rules. The position will patrol LCS recovery homes as assigned. The position will also provide transportation to and from in-patient treatment facilities when no other transporter is available. Will serve as the Lead Security Guard and supervise other Security Guards and be responsible for making a working schedule to ensure all hours are covered as needed.

ESSENTIAL JOB DUTIES AND RESPONSIBILITIES include the following, and other related duties as assigned.

1. Must provide security services with the basic understanding and empathy of people with additions.
2. Must be able to always treat clients in a respectful and courteous manor while abiding by the rules and regulations.
3. Will serve as the Lead Security Guard and be responsible for the work schedule.
4. Conduct UAs for clients when needed.
5. Provide Transportation to and from in-patient treatment when no other transporter is available.
6. Provide security for overall facility and services associated with Lummi Counseling Services.
7. Monitor and authorize entrance and departure of employees, visitors and other persons to guard against theft and maintain of security of premises.
8. Patrol the Lummi Healing Spirit Clinic of Lummi Counseling Services to prevent and detect signs of intrusion, security of doors, windows and entrances.
9. Prepare daily reports of activities and irregularities such as equipment or property damage, theft, presence of unauthorized persons, or unusual occurrences.
10. Provide and document of violation warnings to person of rule infractions or violations, may be required to apprehend or evict violators from premises.
11. Inspect and adjust security systems, equipment, to ensure operational use.
12. Transport patients to and from in-patient treatment facilities throughout Washington State.
13. Coordinate with counselors in making travel arrangements for clients departing/ or returning from in-patient centers.

14. Be courteous and respectful to clients being transported, by assisting with loading and unloading luggage and rest stop breaks.
15. Responsible to provide a written log and report of all incidents including unusual occurrences while transporting clients to and from treatment site.
16. Resolve conflicts, handle complaints, settle disputes and resolving grievances
17. Other duties as assigned.

MINIMUM QUALIFICATIONS:

- High School Diploma or GED; and
 - Three (3) years of experience as a security officer/guard; and
 - Must have Certification in Security Guard Training or willing to obtain within 12 months of hire; and
 - Must possess a valid Washington State Driver's License and meet eligibility requirements for tribal insurance; OR
- Associate degree in Security Management, Criminal Justice, or related field; and
 - One (1) year of experience as a security officer/guard; and
 - Must have Certification in Security Guard Training or willing to obtain within 12 months of hire; and
 - Must possess a valid Washington State Driver's License and meet eligibility requirements for tribal insurance.
- Lummi/Native American/Veteran preference policy applies.

KNOWLEDGE, ABILITIES AND SKILLS:

- Must always maintain strict confidentiality.
- Must be able to work independently without direct supervisor.
- Have basic oral and written communication skills.
- Basic Knowledge of computer skills
- Requires flexible hours (evening or weekend) to accommodate the program operational hours.
- Must have knowledge of the tribal cultural beliefs and values.
- Must be able to make urgent judgement decisions to call law enforcement, fire department k or medical aid for emergency situations.
- Must be able to make decisions and resolve problems, analyzing information, and evaluating situations to choose the best solution to solve the problem.

REQUIREMENTS:

- Must pass pre-employment and random drug and alcohol test to be eligible for and maintain employment, as required by the LIBC Drug & Alcohol-Free Workplace Policy.
- Position requires extensive Criminal Background Check.
- Must be reliable and dependable
- HIV/AIDS and Airborne pathogens 8-hour training or willing to take next available training.
- Current and valid CPR/First Aide with certification required annually.
- Must be willing to travel for training and professional development.

TO APPLY:

To obtain a Lummi Indian Business Council (LIBC) application go to: <https://www.lummi-nsn.gov/widgets/JobsNow.php> or request by e-mail libchr@lummi-nsn.gov For more information contact the HR front desk (360) 312-2023. Submit LIBC application, cover letter, resume & reference letters no later than 4:30 p.m. on the closing date listed above. If listing degrees or certifications include copies. Mailing Address: 2665 Kwina Road, Bellingham, WA 98226. Human Resource Fax number: 360-380-6991.