



Security Officer – Fort Babine

Job Posting

Position Title:	Security Officer
Hours:	35 hours per week
Wage:	\$21.48 - \$35.44 per hour <i>(starting wage commensurate with experience)</i>
Start Date:	ASAP

At Lake Babine Nation, we believe that through good governance, we will ensure all members have a healthy, traditional, and prosperous future. Our commitment to respect, honesty, tradition, and health and wellness helps enable a strong community and brings a rich culture to Lake Babine Nation as a workplace. Our commitment to excellence creates the opportunity for an empowering and rewarding career with the Nation.

JOB SUMMARY

Lake Babine Nation (LBN) is seeking a highly motivated and vigilant individual with strong interpersonal and situational awareness skills to join our team as a Security Officer for the Fort Babine Administration Office.

Reporting to the Fort Babine Community Director, the Security Officer plays a vital role in ensuring the safety and protection of LBN buildings, assets, staff, and community members through proactive patrolling and presence. The Security Officer is responsible for identifying potential risks and hazards to people and property, responding swiftly and accordingly, and completing the appropriate follow-up and documentation of incidents. As a key presence in the community and administration buildings, the Security Officer will use their interpersonal and conflict resolution skills to de-escalate potentially high-stress situations to support safe outcomes and interactions.

OVERVIEW OF DUTIES & RESPONSIBILITIES

- Patrol and monitor buildings, vehicles, and grounds to ensure the safety and security of property and individuals.
- Respond promptly to security incidents, disturbances, or suspicious activities. Maintain detailed and accurate records of daily activities, incidents, and observations.
- Enforce LBN safety and security policies, procedures, and access control measures.
- Report and document damage, theft, or safety concerns in a timely manner.
- Maintains a daily log of events and prepares detailed reports.
- Provide a visible and reassuring presence in and around community areas and events.
- Support emergency response efforts by communicating with first responders and directing people to safety when required.
- Engage respectfully with community members, staff, and visitors to build trust and promote a safe environment.



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- Conduct regular checks to ensure alarms, locks, and security equipment are functioning properly.
- Participate in safety briefings and training sessions as required.

MINIMUM REQUIRED QUALIFICATIONS

Education, Experience, Certifications, Training

- High school diploma.
- Current BC Security Guard License, Certification of training and completion in Advanced Security Training.

Skills & Abilities

- Minimum of one (1) year of recent, related experience or an equivalent combination of education, training and experience.
- Previous experience in a security or protective services role is an asset.
- Strong observational skills to proactively identify hazards and ensure the safety of self and others.
- Ability to manage conflict and de-escalate situations with professionalism and respect.
- Clear written and verbal communication skills.
- Ability to remain calm and alert in high-pressure situations.
- Respectful, approachable, and community-minded demeanour.
- Demonstrated ability to work independently with minimal supervision.
- Knowledge of Indigenous communities, cultures, and protocols is considered an asset.

Position-Specific Competencies

- Initiative: Self-starter; takes responsibility for own time and effectiveness. Acts proactively to identify and address security risks and potential safety concerns.
- Judgment: Makes sound decisions based on observed behaviour and established procedures.
- Integrity: Maintains confidentiality and acts ethically in all situations.
- Communication: Effectively communicates with staff, community members, and law enforcement when necessary.

EMPLOYMENT REQUIREMENTS & CONDITIONS

Job Requirements

- Valid Class 5 B.C. Driver's License.



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- Completion of a Criminal Records Check with satisfactory results relevant to the position.
- Current Basic Security Training License.
- Availability to work flexible shifts, including evenings and weekends.

Working Conditions

- Potential for outdoor work in varied weather conditions.
- Physically active role requiring walking and standing.
- May encounter high-stress incidents or emergencies.
- Potential exposure to emotionally sensitive or high-stress client interactions.

Apply Now!

Complete the [application form](#) and email it with your cover letter and resume to HR:

Attention: Human Resources
Email: hr@lakebabine.com

Pursuant to Section 41 of the B.C. Human Rights Code, preference may be given to applicants of Indigenous ancestry.

We thank all applicants for their interest; short-listed candidates will be contacted for an interview.