



NOW HIRING: Asset Protection Officer (Part-Time)

ABOUT JRA

The Jackson Redevelopment Authority (JRA) is a quasi-governmental entity dedicated to promoting economic development, revitalizing communities, and supporting strategic redevelopment initiatives throughout the City of Jackson. JRA partners with public and private stakeholders to create vibrant, sustainable growth opportunities across the city.

POSITION OVERVIEW

The Jackson Redevelopment Authority (JRA) is seeking a reliable and service-oriented Asset Protection Officer (Part-Time) to support the safety, security, and overall integrity of JRA-owned properties, including Union Station, various parking facilities and other redevelopment sites. This position plays a critical role in ensuring a safe and welcoming environment for tenants, visitors, and staff while protecting public assets.

This is a part-time position with the potential to transition into a full-time role based on organizational needs and performance.

KEY RESPONSIBILITIES

- Monitor and patrol JRA properties to ensure safety and security of facilities and occupants
- Provide a visible security presence to deter unauthorized activity and enforce property rules
- Respond to incidents, emergencies, and security concerns in a timely and professional manner
- Coordinate with local law enforcement, emergency responders, and JRA staff as needed
- Assist with opening and closing procedures for facilities, including Union Station
- Support event operations by providing security coverage during meetings, rentals, and special events
- Document and report incidents, maintenance concerns, and unusual activity
- Assist with access control, including monitoring entrances and ensuring authorized use of facilities
- Provide excellent customer service by assisting visitors and tenants with general inquiries

MINIMUM QUALIFICATIONS

- High school diploma or equivalent required
 - Prior experience in security, law enforcement, military, or related field preferred
 - Strong observational and problem-solving skills
 - Ability to remain calm and professional in high-pressure situations
 - Effective communication and interpersonal skills
 - Ability to work flexible hours, including evenings, weekends, and holidays as needed
 - Must be dependable, punctual, and able to work independently
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COMPENSATION & BENEFITS

- Competitive hourly wage (commensurate with experience)
 - Flexible part-time scheduling
 - Opportunity for growth into a full-time position
 - Opportunity to support meaningful community and redevelopment efforts in the City of Jackson
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WORK ENVIRONMENT

- Primarily based at Union Station and other JRA-owned properties
 - Combination of indoor and outdoor work environments
 - Requires standing, walking, and patrolling for extended periods
 - May involve evening, weekend, and event-based shifts
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ADDITIONAL INFORMATION

- This position is part-time with the potential for full-time employment
 - JRA is an Equal Opportunity Employer
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HOW TO APPLY

Interested candidates should submit a resume and cover letter to:
contact@jrams.org