



Posting Date: May 15, 2026

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

- Patrol and monitor JRA-owned properties to maintain a safe and secure environment for tenants, visitors, staff, and facilities
- Maintain a visible professional presence to deter unauthorized activity and enforce property rules and procedures
- Respond promptly and professionally to incidents, emergencies, suspicious activity, and security concerns
- Coordinate with law enforcement, emergency responders, and JRA staff as needed
- Assist with facility operations, including opening and closing procedures at Union Station and other JRA properties
- Support meetings, rentals, and special events by providing security coverage and visitor assistance
- Monitor entrances and access points to ensure authorized use of facilities
- Complete incident reports and document maintenance concerns, safety hazards, and unusual activity
- Provide excellent customer service while assisting tenants, visitors, and the public with questions and directions

MINIMUM QUALIFICATIONS

- High school diploma or equivalent required; some college preferred
- Law enforcement, security, military, or asset protection experience required
- Strong communication, observational, and problem-solving skills
- Ability to remain calm and professional under pressure while exercising sound judgment

- Self-motivated, dependable, punctual, and able to work independently
- Ability to work flexible schedules, including evenings, weekends, holidays, and special events
- Ability to patrol indoor and outdoor properties for extended periods

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

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

ADDITIONAL INFORMATION

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

HOW TO APPLY

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

Multiple Positions Available. Open until filled.