THE HOLLYWOOD PARTNERSHIP

Director of Public Safety

The Organizations

The Hollywood Partnership (THP) is a private, not-for-profit 501(c)(6) organization. The HP's mission is to enhance the appeal, vitality, and well-being of the Hollywood community from the ground up. To achieve this mission, THP deploys projects, programs, and initiatives with the aim of promoting community revitalization efforts, quality of life, streetscape improvements, public safety, tourism, economic development, and advocacy intended to benefit the Hollywood community. THP was formed in 1996 and manages the Hollywood Entertainment District (HED), one of the first Business Improvement Districts (BIDs) in the state of California. The District stretches along the world-famous Walk of Fame and spans historic Hollywood Blvd., from the La Brea Avenue Gateway to the Hollywood 101 Freeway as well as Sunset Blvd., Vine St., Cahuenga Blvd. and other noteworthy corridors in the dense, urban Hollywood Regional Center. Many of Hollywood's most famous landmarks are in the HED – the epicenter of the entertainment capital of the world and birthplace of the movie industry.

Hollywood Partnership Community Trust (HPCT), an affiliate organization of THP, is a private, not-for-profit 501(c)(3) formed in 2022. The mission of HPCT is to strengthen the vibrancy of the Hollywood neighborhood as a bastion of community life and commerce. HPCT pursues additional funding streams, including donations, grants, sponsorships, contracts for service, and enterprise programs to accelerate implementation of the strategic plan it shares with THP. Together, the organizations operate on an annual budget of approximately $11 Million with all funds dedicated to improving the iconic Hollywood neighborhood. Employees routinely work on projects, programs, and initiatives for the benefit of both organizations.

The Position

The Director of Public Safety is a full-time, exempt position reporting to the Chief Operating Officer. The position is primarily responsible for the development, implementation, and ongoing management of projects, programs, and initiatives that improve public safety and the perceptions thereof throughout Hollywood. The Director of Public Safety will work closely with law enforcement and first responders, social service providers, and district stakeholders. The position may supervise employees internal to the THP/HPCT team as well as directing the activities of contracted vendors. The Director of Public Safety serves as a member of the senior leadership team.

Essential Tasks and Responsibilities

Direct the activities of vendors and/or staff engaged in the proactive patrol of public spaces, including sidewalks, streets, plazas, parks and other similar spaces.

Direct the activities of vendors and/or staff engaged in responding to public safety incidents and calls for service in public spaces.

Direct the activities of vendors and/or staff engaged in the coordination and/or provision of homeless services and other social service outreach.

Direct the activities of vendors and/or staff engaged in the completion of special projects related to public safety and social service outreach.

Establish channels of communication for regular collaboration and information sharing with social service agencies and security representatives of properties and businesses.

Advise properties and businesses within the district on strategies for implementing crime prevention through environmental design (CPTED).

Administer a coordinated network of security cameras installed within the district, including recruitment and onboarding of program participants, directing the activities of vendors and/or staff, and the fulfillment of requests for recordings.

Develop plans for coordinating the activities of the organizations during an emergency and/or crisis and ensuring continuity of operations.

Support onboarding, monitoring, and ongoing administration of vendors and contractors, including negotiation and renewal of contracts, insurance compliance, documentation and reporting, billing, and other related tasks.

Gather and utilize data to evaluate and improve the efficiency and effectiveness of public safety projects, programs, and initiatives.

Support reporting and communication of the activities and accomplishments of the organizations with regard to public safety projects, programs, and initiatives.

Support the planning of new public safety projects, programs, and initiatives, including conceptual development, work plans, required internal and/or external approvals, procurement, and other related tasks as well as strategic planning for the activities of the organizations related to public safety.

Identify, research, monitor and develop recommendations on new trends and opportunities with regard to the provision of public safety services in public spaces.

Complete special projects and other duties as assigned.

Position Specifications
Ideal candidates will have completed a Bachelor's degree and at least 7 years of relevant work experience or a Master's degree and at least 5 years of relevant work experience. Degrees in public administration, public policy, emergency management, and other related fields are preferred.

Excellent written and verbal communication skills are required.

Working Environment
Hollywood is a high energy, culturally diverse area and THP/HPCT is a fast-paced, deadline-driven environment. The individual will interface with business and property owners, residents, community members, government staff, vendors, and professional service providers. THP/HPCT is an equal opportunity employer and is committed to complying with State and Federal laws including fair employment practice laws, which provide equal opportunity in employment to all persons regardless of race, color, national origin, sex, age, religion, veteran status, or disability.

Compensation & Benefits
Anticipated starting salary is $140,000 to $160,000, commensurate with skills and experience. The Hollywood Partnership offers a generous benefits package including: 100% employer-paid health, dental, vision, and life insurance; employer match on retirement contributions up to 4% of salary; vacation, sick leave, and holidays; and employer-provided cell phone and parking. The Director of Public Safety is eligible for an alternative 9/80 work schedule with alternating Fridays off.

Hiring Timeline
First Review of Applications - Thursday, April 23rd
Phone Interviews - Week of April 27th
In-Person Interviews - Week of May 4th
Preferred Start Date - June 1st (Flexible)

To Apply
Please submit your application for the position of Director of Public Safety on Indeed.com.