

Work Processes Schedule

MASTER HOMELAND SECURITY SPECIALIST

RAPIDS: 2003N

O*NET/SOC: 33-3051.01

REVISION DATE: 12/2014

A Master Homeland Security Specialist is responsible for the effective research, development, execution and management of a variety of security programs. Applies knowledge of applicable directives in order to implement and successfully manage programs, to include: Antiterrorism, assets and personnel protection, physical security, emergency management, and continuity of operations. ****NOTE: Due to the nature of this trade, the USMAP office requires a letter from your command stating that you are assigned security and emergency management duties Fulltime. ****

Applicable Ratings/MOS

USMC MOS None

USCG ME

USN MA, SO

Related Instruction

Requires 288 hours of Security Supervision and Emergency Management related instruction. NEC 9598 or 9501 USCG must have completed Anti-Terrorism Training. ALL MUST BE APPROPRIATELY ASSIGNED PERFORMING SECURITY AND EMERGENCY MANAGEMENT DUTIES FULLTIME. This is a Master level trade and applicable only to designated ratings and pay grades. Completion of the Security Specialist apprenticeship and other trades are not required. Credit will be based on completion date of security supervision and emergency management courses totaling 288 hours.

Additional Requirement

*ALL APPLICANTS MUST SUBMIT A LETTER FROM YOUR COMMAND TO THE USMAP OFFICE THAT STATES YOU ARE CURRENTLY PERFORMING SECURITY SUPERVISION AND EMERGENCY MANAGEMENT DUTIES FULLTIME. ENLISTED: NAVY E7-E9 Must have NEC 9598 or NEC 9501. OFFICER: LDO 6490 CWO 7490 URL 11X0 AND 13X0 selected for the AT/FP Specialty Career Path (SCP). *ALL OFFICERS MUST SUBMIT A PAPER APPLICATION. FORMS ON WEBSITE***ALL URL OFFICERS MUST SUBMIT WRITTEN PROOF OF AOD LS2 (AT/FP SCP) TO THE USMAP OFFICE.

Total Hours: **4000**

Skill	Description	Hours
A	<p>ORGANIZATIONAL SAFETY MANAGEMENT</p> <p>Identify, manage and mitigate risks during security operations. Establish and monitor Respiratory Protection Program. Supervise safe and effective response to hazardous substance releases by emergency response personnel. Implement general industry safety in accordance with Occupational Safety and Health Administration standards.</p>	200
B	<p>EMERGENCY MANAGEMENT</p> <p>Manage the development, implementation, and maintenance of disaster preparedness plans. Manage the development, implementation, and maintenance of destructive weather plans. Manage the development, implementation, and maintenance of evacuation operation plans. Manage the development, implementation, and maintenance of continuity of operations plans. Supervise exercises and operational execution of plans. Coordinate with multi-jurisdictional response agencies. Develop and maintain MOA/MOU with other agencies. Establish guidelines to ensure integration of operational units into Incident Command System.</p>	600

C	<p>SECURITY OPERATIONS</p> <p>Develop Physical Security Plans. Review new construction plans to ensure compliance with applicable physical security standards and local zoning regulations. Coordinate the installation and maintenance of final denial systems, security lighting, fencing, and intrusion detection systems to protect assets. Identify critical assets and infrastructure. Develop and manage plan to protect critical assets/infrastructure. Develop and manage access/perimeter control program. Develop, implement, and inspect the Loss Prevention and Key & Lock program to ensure compliance with applicable regulations. Develop and manage standard operating procedures. Develop and manage security plans using applicable policies and guidelines. Determine screening criteria and procedures.</p>	1000
D	<p>LAW ENFORCEMENT OPERATIONS</p> <p>Coordinate with local emergency services and community organizations for outreach programs. Educate community on crime prevention programs. Analyze crime and/or traffic crash data to effectively distribute resources. Analyze traffic enforcement activity to ensure compliance with applicable regulations. Manage the K9 program. Manage and direct daily operations. Review and approve correspondence and reports. Develop and manage procedures for law enforcement function. Analyze patrol activities to ensure compliance with local/state/federal/court guidelines. Evaluate and manage investigator caseload. Conduct assignment/availability study. Manage the evidence collection and control program.</p>	700
E	<p>ANTITERRORISM OPERATIONS</p> <p>Create and implement plan to protect critical assets/infrastructure. Coordinate terrorism consequence management. Integrate Weapons of Mass Destruction, public health emergency preparedness and emergency response measures as an adjunct to the overall AT Plan. Systematically identify, assess, and manage risks. Develop specific guidance and execution-oriented instructions. Provide awareness training (e.g. criminal, political, and threat levels) as applicable. Conduct table-top and operational exercises. Identify vulnerabilities. Apply risk management to vulnerabilities. Manage the Antiterrorism program.</p>	1000
F	<p>RESOURCE AND REQUIREMENTS MANAGEMENT</p> <p>Identify current and future funding requirements. Allocate funds to approved programs. Identify current and future staffing requirements. Identify current and future capital improvement requirements. Identify current and future consumable requirements. Assess and manage contract execution. Identify security resource shortfalls. Recruit, hire, and train personnel.</p>	500