



## Regional Department Security Co-ordinator

**Candidate Pack**  
**September 2025**





CST is the charity that protects British Jews from terrorism and antisemitism. It exists to ensure that Jewish people across the UK can lead the lives of their choice.

Widely recognised by police and government as a unique model of best practice, CST's research regularly informs public policy, helps to safeguard wider British society, and supports victims of antisemitism.

CST gained charitable status in 1994, though its origins lie in many decades of Jewish self-defence – both before and after World War Two. CST does not charge for any of its services and is almost entirely dependent on charitable donations to cover its costs.

Across the UK, 2,000 dedicated volunteers and over 100 members staff power CST's mission.



CST's mission is to protect our UK Jewish community from antisemitism in both physical (primarily terrorism) and political forms. This is what every member of CST's team does, whether staff, volunteers or trustees. We do it to facilitate British Jewish life, so it can be led as people wish.

Everything that CST does should contribute to protecting our community and fighting antisemitism. Every staff role and every department exist so that CST can best fulfil its mission. Together We Protect is not just a slogan, it is the reality of what we aim to do.

We do our utmost, individually and collectively, in pursuit of CST's mission. We should ask: *"What did I do today to protect our Jewish community, how can I do it better?"*. *"What did I do today to support CST colleagues, how can we work better together?"*.

Every British Jew benefits from CST's work and service, either directly or indirectly. This is the protection we give to schools, shuls, communal organisations and events, or the work we do against terrorism and antisemitism.

We strive to work in partnership with all British Jews, regardless of religious or political affiliation, together in common cause. We can only ever be as strong as our community enables us to be. This is the other meaning of Together We Protect, it is the mutual dependency between CST and our Jewish community (or communities).



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|------------------|---|-----------------|-----------------|
| <b>Job title</b> | Regional Department Security Co-ordinator | <b>Salary</b>   | £35K - £40K DOE |
| <b>Contract</b>  | Full time                                 | <b>Location</b> | NW London       |

As a Regional Department Security Co-ordinator your primary focus will be to ‘Advance, Enhance and Develop’ the security of synagogues, schools, communal buildings, and communities. This will involve meeting and interacting with: regionally based management teams; Synagogue Security Officers or Coordinators; Head Teachers, Security Officers or Coordinators and Governors of Schools; Boards of Management/Council representatives; Rabbonim and Police Officers within the geographical areas of responsibility.

You will take the initiative to highlight any concerns you have with the level of security at communal locations and feedback with solutions, as appropriate, to the relevant sources, i.e., Regional Management, Location Management and CST Regional Department Manager.

In addition, you will ensure that the concerns you have highlighted are followed up and dealt with by the relevant persons.



### **Your key responsibilities for this role are as follows:**

- Review location security and emergency procedures and physical security measures
- To ensure best practice procedures are implemented and documented
- Work with all communal locations to have adequately trained security personnel.
- Encourage Regional Management to promote the need for facilities to carry out evac/invac drills
- Deliver briefings / training to security rota personnel at communal locations
- Alert the Guarding Assurance lead to any guarding issues.
- To manage and assist your allocated Regional Management by providing advice, guidance, and support for their site, Security Officers and teams.
- Work with the Regional Management to build and maintain a relationship with key stakeholders

### **Other areas of responsibilities include:**

- To assist all Security Departments with tasks when required.
- To respond to calls for assistance regarding incidents or suspicious activity.
- To attend CST Regional Meetings
- To take part in ART Shabbat patrols, HHD operations, security patrols and general operations

### **You must be a team player, and have:**

- Excellent communication skills with a natural ability to build strong relationships
- Ability to engage and manage volunteers of all levels
- Have a strong attention to detail
- Ability to deal and liaise with third parties in a professional and calm manner.
- Proven experience of influencing people at all levels within an organisation
- Proactive and results orientated with the determination to issues/concerns through to completion
- Strong team working skills
- Proficient IT skills including MS Word, Excel, and PowerPoint
- A flexible approach to working patterns
- A full clean UK Driving Licence



Applicants are invited to submit their CV together with covering letter to [careers@cst.org.uk](mailto:careers@cst.org.uk), with 'Regional Department Security Co-ordinator' as the subject header.

There is a two-stage interview process in September:

**First round interviews** will take place with CST's HR Director and CST's Security Manager.

**Second round interviews** will take place with CST's Security Manager and Director of Security.

**Closing Date:** 30<sup>th</sup> September 2025\*

*\* Please note that the hiring process may close ahead of the posted deadline if a suitable candidate is found.*