



POSITION ANNOUNCEMENT

Director of Health & Safety (Full-Time)

The Milwaukee Institute of Art & Design (MIAD) seeks a Director of Health & Safety to provide institution-wide leadership for occupational and studio safety, environmental and hazardous-material compliance, emergency preparedness and campus security administration.

The Director develops and coordinates programs, policies, training and procedures that promote a safe working and learning environment for MIAD's students, faculty, staff and visitors. This position works collaboratively with academic departments, studio and laboratory personnel, Facilities, Human Resources, Student Affairs, senior leadership, contracted security personnel and external regulatory and emergency-response partners.

The Director manages the college's relationship with its contracted security provider.

Responsibilities include, but are not limited to:

Occupational and Studio Safety

1. Lead MIAD's occupational, studio, classroom, and campus safety programs, including the MIAD Safety Committee.
2. Conduct campus inspections, identify hazards and work with appropriate departments to correct unsafe conditions and practices.
3. Maintain the Institutional Safety Manual and Student Studio Safety Handbook.
4. Provide safety orientation, consultation, and training for employees, students, faculty and laboratory personnel.
5. Investigate injuries and safety-related incidents, document findings, and monitor corrective actions.
6. Coordinate OSHA recordkeeping with Human Resources and prepare required safety and accreditation reports.
7. Communicate significant safety matters and policy changes to the MIAD community and senior leadership.

Environmental and Hazardous-Material Compliance

8. Oversee hazardous-material programs, including chemical inventories, safety data sheets, labeling, inspections, policies and training.
9. Coordinate with Facilities, faculty and laboratory personnel to support environmental and regulatory compliance.
10. Maintain required environmental, hazardous-building-material, sampling and abatement records.
11. Coordinate environmental audits, permits, reports and responses to identified compliance concerns.
12. Work with qualified environmental, industrial-hygiene and hazardous-building-material consultants and vendors.

Emergency Preparedness and Response

13. Develop, maintain and communicate MIAD's emergency and disaster-preparedness plans.
14. Coordinate fire, active-shooter and other emergency-preparedness drills.
15. Help coordinate institutional responses to alarms, medical incidents and other campus emergencies.
16. Oversee MIAD's AED program and coordinate CPR, first-aid and emergency-response training.
17. Collaborate with campus departments and external agencies to maintain effective emergency procedures and communications.

Campus Security Administration

18. Manage MIAD's contracted campus security program and monitor the contractor's performance and service.
19. Meet regularly with the contractor's supervisory team to address staffing, performance, incidents, campus concerns and service needs.
20. Develop and maintain campus security policies, protocols, systems and improvement plans.
21. Maintain and report federally required campus crime statistics and support MIAD's Clery Act compliance.
22. Maintain relationships with law-enforcement agencies, community organizations, security vendors and other campus safety partners.
23. Develop and administer the institutional safety and security budget.

Required Qualifications and Experience:

- Associate's degree required; bachelor's degree preferred. Preference will be given to candidates whose education is in environmental science, occupational safety and health, or a related field.
- Four to five years of relevant professional experience preferred.
- Experience with project management, customer service and supervision.

Skills, Knowledge and Abilities:

- Knowledge of occupational safety principles, regulatory compliance, incident investigation, and hazard identification.
- Strong written and verbal communication skills.
- Strong organizational, recordkeeping, and computer skills.
- Ability to work collaboratively with students, faculty, staff, senior leaders, vendors, regulatory agencies and emergency-response partners.
- Ability to exercise sound judgment and respond effectively to urgent or sensitive situations.

Required Training and Certification:

The successful candidate must obtain or maintain the following within 90 days of employment:

- ☐ OSHA 30- Hour General Industry Training
- ☐ First Aid, CPR, and AED certification

MIAD reimburses eligible costs associated with maintaining required certifications, training, and licensure in accordance with institutional policy.

Application Process and Deadline:

Qualified applicants should submit a single PDF document containing the following documents to **directorhealthsafety_group@miad.edu**

Please save the file in the following manner: [LastName_FirstName_DirHealthSafety.pdf]

- ✓ Letter of interest/cover letter
- ✓ Résumé
- ✓ Three (3) professional references (names and contact information)

Applications will be reviewed as they are received, and until the position is filled. Applicants are encouraged to apply by **September 7, 2026**, for priority consideration.

MIAD offers an attractive benefits package, including health, vision, and dental insurance. All final candidates must successfully complete reference and background checks. Only pending charges or convictions that are substantially related to the position being considered will be taken into account during the employment decision-making process. Conviction records that are not substantially related to the position or to campus safety will not be considered in hiring decisions.

About MIAD: For over 50 years, the **Milwaukee Institute of Art & Design (MIAD)** has provided a transformative creative education, igniting curiosity through art, design, and service. As Wisconsin's leading private, nonprofit art and design college, MIAD prepares students for diverse, fulfilling, and financially rewarding careers through innovative, entrepreneurial thinking in a student-focused community.

Today, MIAD enrolls over 800 students annually in its nationally ranked BFA programs, including Communication Design, Illustration, Animation Track (Illustration), Product Design, Fashion and Apparel Design, Fine Art + New Studio Practice, and Interior Architecture and Design. Student enrollment has grown 40% in the past decade, with a strong emphasis on innovation, empathy, and community engagement.

Beyond the classroom, MIAD fosters cultural experiences and community impact through robust youth programs, nonprofit partnerships, and corporate collaborations, strengthening Milwaukee's creative economy.

Looking forward, MIAD remains a dynamic educational and creative force, addressing broad societal needs through action, intention, and expression.

MIAD is committed to a teaching, learning, and working environment free from all forms of discrimination and harassment. The college prohibits students, employees, contractors, volunteers, and visitors from engaging in discrimination and harassment based on any individual's age, race, creed, color, disability, marital status, sex, national origin, ancestry, sexual orientation, gender identity, gender expression, genetic information, religion, arrest record, conviction record, military service, veteran status, use or nonuse of lawful products off MIAD premises during nonworking hours, and any other legally protected characteristic. This prohibition applies to all of MIAD's educational programs and activities—including admissions—as well as all employment actions, including but not limited to recruiting, hiring, promotion, demotion, compensation, and benefits.