



Institute for  
Career Development



**Entrance Procedures:**

**Participant must:**

- Attend the General Information Session (GIS) offered every Monday (except Holidays) at 9:30 am
- Complete the Good Guard Program Application
- Present employable documents:  
Valid Picture ID or Driver License  
Work Authorization Permit
- Provide his/her own transportation to and from training facility

**Fees and Other Information:**

Books are provided free of charge by LCD, and learning is from live lecture and Power Point presentations by a 25+ year Police Veteran.  
Costs are: \$15 for the OJT polo shirt, \$77 for LiveScan fingerprinting, and \$51 for the Security Guard Application Fee.  
The Good Guard program is committed to providing highly trained security guards to our Security Industry Partners which include:



**Contact Us!**

Good Guard Program classes begin each month and are filled on a first-come, first served basis. Please call or email us for more information or to reserve your spot and begin working towards a new career in the Security industry.

**Institute for Career Development**  
1080 North 7th Street  
San Jose, CA 95112  
Phone: 408 869-9195

**John Seaman**  
Outreach & Recruiting Coordinator  
email: [johns@goodwillsv.org](mailto:johns@goodwillsv.org)

**Get ready for  
a new career as  
a Security Officer!**

Free classes through the Good Guard Program

**GOOD GUARD PROGRAM HOTLINE:  
(408) 869-9195**



**Institute for Career Development—Transforming lives through the power of work**



## A flexible, rewarding career choice for job seekers wanting full-time or part-time hours.

Successful completion of the Good Guard program and BSIS requirements will lead to obtaining your Guard Card.

### The Good Guard Program

The Institute for Career Development (ICD), has been providing professional training for the individual security officer and the security industry for over 2 years. As a Good Guard Program participant, you will learn the basic role of a security guard and primary aspects of your responsibilities in security during your training. In the growing field of Protective Services, you can work as a Patrol Officer, Bike Patrol, Fixed Posts, Special Events, Concerts, Executive Protection and Body Guard Protection; all you need is a California guard card. Security offers both full time and part time positions for all shifts and areas!

The job of a Security Officer is rewarding and can lead to a long term career in the Security Industry and doesn't require a college education. ICD concentrates on those specific training requirements mandated by the Bureau of Security and Investigative Services so you can quickly obtain your guard card. ICD has successfully placed our graduate students in Security Officer positions at many local security companies and businesses in and around Silicon Valley.

Our graduates can expect to obtain employment in the various aspects of the security, investigative, and executive protection and related fields with confidence that employers will recognize their ICD training.

### Our Program Covers

All classes are held at the Institute for Career Development on three consecutive Mondays and Tuesdays from 8am-5pm. Classes are taught by retired police officers with over 25 years of experience.

In addition to attending the classes, students will perform (as part of the curriculum) voluntary observation and report writing in the many Goodwill Stores located throughout the immediate area.

#### Security Officer Level I (8 Hours of Training)

Powers to Arrest, Weapons of Mass Destruction, and Terrorism Awareness.

#### Security Officer Level II (32 Hours of Training)

Public Relations-Community & Customer, Liability and Legal Aspects, Observation and Documentation, Officer Safety, Trespass, Handling Difficult People and **First Aid/CPR/AED**

### Requirements

*The Good Guard Program provides professional training certified by the Bureau of Security and Investigative Services. The purpose of the program is to educate students in basic skills and provide a common body of knowledge in the performance of security guard work. All courses will include information and subject matter pertaining to the program schedule provided. Additionally, all courses shall include written material, lecture or exercises to assure that the individual comprehends the subject matter presented.*

Participants Must:

- Be a minimum of 18 years of age and authorized to work in the U.S.,
- Undergo a criminal history background check through the California Department of Justice (DOJ) and the Federal Bureau of Investigation (FBI),
- Complete a 40-hour course of required training,
- Perform essential duties during on the job training,
- Possess a GED or High School Diploma,
- Understand/speak English, be willing to accept directions and follow procedures.