



EMPLOYMENT OPPORTUNITY **LAC LA BICHE COUNTY**

Peace Officer – School Resource Officer **Full Time Permanent Position**

Under the general direction of the Manager Protective Services, the Peace Officer - School Resource Officer will report directly to the Supervisor of Enforcement Services and will be required to operate the School Resource Program. This position will assist students to make informed choices through awareness, education and positive role modeling.

Responsibilities:

- Answers directly to the Supervisor of Enforcement Services and in their absence the acting Supervisor or the Manager of Protective Services.
- Cooperate with school administration to implement and undertake existing and new school programs;
- Suggest additional school resource programs, including various law enforcement related programs, and maintain positive relations with students and staff from local schools.
- Visit each school to mentor and teach students, within the assigned area of responsibility, at least once per week.
- Support teachers, students and staff in both, an informal and formal manner.
- Assist with the instruction of CALM Program or any other related high school program as approved by the Supervisor of Enforcement Services or designate.
- Participate in and support school sporting events, social events and field trips.
- Be available to speak with students and answer any questions or concerns.
- Maintain liaison with the local RCMP Detachment within the assigned area of responsibility.
- Assist Patrol Officers with law enforcement duties as required during school holidays.
- Maintain a high level of dress and deportment that will demonstrate a positive representation of Lac La Biche County.
- Participate in a patrol vehicle inspection program to ensure that Department vehicles are maintained well, clean and operational.
- Conduct regular electronic reporting of complaints, activities and create educational presentations as required.
- May be required to represent the Enforcement Services / Protective Services Department on the Municipal District OH&S Committee.
- Every employee shall, while on the job, take reasonable care to protect the health and welfare of themselves and other workers, and cooperate with the employer in protecting the health and safety of all employees and contractors present on the worksite, as stated in the OH & S Act.
- Perform other related duties and patrols as required and directed.
- May be required to Act in the absence of the Supervisor of Enforcement Services from time to time.

Qualifications:

- Valid Class 5 Alberta Operator's License.
- Valid First Aid/CPR certificate.
- Grade 12 High School diploma supplemented with preference being a two-year diploma in law enforcement, criminal justice or a related field. An equivalent combination of education, police training, peace officer training and/or experience may be considered.
- Obtain a clear Criminal record check/Enhanced Reliability screening conducted by the Police of Jurisdiction. Will be required to qualify for CPIC access in accordance with the Peace Officer Program - CPIC Policy.
- Experience as a Police or Level 1 Community Peace Officer preferred.
- Completion of the Solicitor General's Public Security Peace Officer training or equivalent, while meeting all the requirements necessary to become a Level 1 Community Peace Officer.
- Prior experience with community and school based programs.
- Strong public relations and interpersonal communication skills.
- Ability to deal effectively with various levels of school staff and administration.
- Communicate effectively in both an oral and written manner.
- Ability to speak and write in both English and French is a preference.
- Must be able to build positive relationships with children and youth in a supportive and mentoring atmosphere.
- Computer proficiency with MOVES, Microsoft Office and Report Exec software would be considered an asset.
- Preference will be given those applicants who have experience working with schools and youth, along with prior police experience with alcohol and drug enforcement to enhance the delivery of the school programs.
- Must submit a Driver's Abstract, Criminal Record Check, Child Welfare Check, and Medical Assessment that meets the satisfaction of the County

Salary under review

- Lac La Biche County offers a comprehensive and competitive benefits package, including:
 - 100% Employer paid Health and Dental Benefits
 - Employee and Family Assistance Plan
 - Local Authorities Pension Plan
- Competition Number: 16-SRO-18
- Closing Date: This competition will remain open until a suitable candidate is found.

Interested candidates are invited to forward their resume in strict confidence to:

Attention: Human Resources

Lac La Biche County

Box 1679 Lac La Biche, AB T0A 2C0

Fax: 1-888-421-2533

Email: hr@laclabichecounty.com

We thank all interested applicants; however, only applicants selected for an interview will be contacted.