

Position Profile - Chief of Police – Prince Albert Police Service

The Prince Albert Board of Police Commissioners is seeking a new Chief of Police for the Prince Albert Police Service.

General:

Reporting and accountable to the Prince Albert Board of Police Commissioners and subject to provisions of The Police Act, 1990, the Chief of Police is responsible for the management, administration and operation of the Police Service, the maintenance of law and order in the municipality, and the maintenance of discipline within the Police Service.

The Chief of Police will play an integral role as a community leader in Prince Albert. Building confidence and trust in community safety while leading a dynamic policing operation that is facing increases in demands on the Service, increased policing costs, as well as the need to expand community partnerships.

Key Responsibilities:

- Manages, administers and supervises all activities of the Police Service in accordance with provincial legislation, service policies, procedures, rules and regulations.
- Holds overall direct responsibility for the effective operation of the Prince Albert Police Service, which includes overseeing major operations and investigations of sensitive nature, hiring, evaluation, termination of employees, discipline and morale.
- Manage and maintain positive relations with Municipal and Provincial Governments, civic administration, and community groups.
- Provide leadership and direction to executive officers and members.
- Sets the vision for the Prince Albert Police Service, both within the Service and within the community, inspiring confidence and engagement by Police Service members and community partners alike.
- Oversees policies and procedures for the operation of the Police Service.
- Continually monitors the operation of the Police Service programs and initiates changes which improve the effectiveness of crime prevention, criminal investigation and enforcement of traffic and safety regulations.
- The Chief of Police shall also ensure the development of programs and training to provide and support an effective Police operation.
- Co-operates with Provincial and Federal Law Enforcement officers in all matters of common interest.
- Prepares and recommends the annual operating budget to the Police Commission and has overall responsibility for Police Service expenditure control.
- Attends civic meetings, school meetings and other public gatherings to explain the activities and functions of the Police Service.
- Represents the Police Service on boards and committees, serves as a spokesperson for the Police Service and, in all cases, maintains favourable public relations.
- Holds overall responsibility for the collection, collation, dissemination and security of police information.
- Assumes responsibility for compliance with Occupational Health and Safety requirements and processes as per Provincial Legislation and Police Service procedures.

- Oversee and hold accountability for implementation of the Prince Albert Strategic Plan and Board Priorities.
- Performs other duties as required.

Knowledge, Abilities and Skills:

- Extensive knowledge of the principles and practices of police administration and operations.
- Knowledge of the criminal justice system.
- Experience in budgeting and fiscal administration.
- Ability to analyze and evaluate Police Service programs and make recommendations for improvements in service.
- Superior oral and written communication skills.
- Ability to provide strong, effective leadership.
- Ability to plan, organize and supervise the work of a large police staff performing a variety of policing duties.
- Ability to delegate effectively, to develop training and instructional procedures and to maintain a high level of discipline and morale.
- Ability to establish and maintain effective working relationships with City officials, Provincial and Federal authorities and civic leaders.
- Demonstrated sensitivity to the diversity of cultures in an urban environment.
- Policing trends, best practices in policing and Governance practices and processes.
- Innovation in the provision of police services to the community.

Competencies:

- Change Management
- Community Engagement
- Decision Making
- Ethical Accountability
- Financial Management
- Media Relations
- Public Accountability
- Public Safety
- Strategic Management
- Valuing diversity

Education and Experience:

- Post-Secondary diploma or university degree or equivalent professional police training in human relations and management.
- Must hold a valid Canadian driver's license and be a Canadian Citizen and pass a security check.
- The successful candidate must reside within the boundaries of the City of Prince Albert for the full term of their contract of employment.
- Must have at least fifteen (15) years of diverse and progressively responsible law enforcement experience.
- Must have at least five (5) years of progressively responsible senior policing leadership and management experience with demonstrated accomplishments in business or process innovation.
- Experience in dealing with the media and community relations is preferred.
- Experience in working within governance structures is preferred.
- Experience in dealing with significant public sector and police unions, including labour relations.
- Demonstrated financial and business acumen.