

EMPLOYMENT OPPORTUNITY

COMMUNITY PEACE OFFICER - LEVEL 1

The County is immediately seeking a full-time Community Peace Officer (CPO) – Level 1 to join our Municipal Enforcement team. Reporting to the Municipal Enforcement Supervisor, the successful applicant will contribute to the goals, values, and success of the County and our Partners.

Roles & Responsibilities:

- Adhering to issued appointments (Peace Office appointed Authorities; Bylaw Officer Authorities), within the scope of policies and procedures, as established by the Provincial Public Security Peace Officer Program.
- Promote and when necessary, enforce compliance with County Bylaws and applicable Provincial and Federal Statutes through proactively patrolling and educating residents and visitors within and throughout the County.
- Assist with emergency response, as directed.
- Ensure adherence to all applicable County Policies, Directives, Standards, and Programs.
- Represent the County with integrity and professionalism at all times.
- Sincerely, clearly, tactfully, promptly and courteously relate to and communicate with co-workers, management, customers, Council, enforcement agencies, and the public; respond to inquiries and complaints promptly and professionally; maintain professional working relationships with other agencies by maintaining ongoing liaisons.
- Perform tasks, consistent with the position, and other assigned duties.

Qualifications:

- At a minimum, completion of a 2-year Criminal Justice Diploma Program from a recognized post-secondary educational institution or equivalent police training.
- Work experience related to the position with knowledge of Municipal Legislation, relevant Federal and Provincial Statutes, and Municipal and Provincial Policies preferred.
- Valid Class 5 Alberta drivers' licence and an acceptable driver's record.
- Currently hold or have the ability to obtain a Level 1 Peace Office Appointment with Alberta Justice and Solicitor General.
- Successful completion, within the last 6 months, of a Physical Abilities Requirements Evaluation (PARE) or equivalent standard.
- Must be able to successfully clear a Canadian Police Information Center (CPIC) clearance.
- Emergency Response and Preparedness, First Aid, and CPR training preferred.
- Radar/Lidar, Emergency Vehicle Operations Course (EVOC), Weights and Dimensions, and Animal Apprehension & Handling training is an asset but not required.

The County of Newell offers a competitive salary and benefits as well as excellent training and education programs.

A pre-employment drug and alcohol screen and an occupational health assessment for new and returning employees is required as per County policy. The successful candidate is required to provide a clear criminal record check and acceptable drivers' abstract prior to employment.

This position is open until 12:00 Noon on May 2, 2025.

If interested, please submit a cover letter with your resume in confidence, including salary expectations to:

Attention: **Human Resources**
 County of Newell
 183037 Rge Rd 145
 PO Box 130
 Brooks, AB, T1R 1B2
 Email: HR@newellmail.ca

We thank all applicants for their interest. Only those applicants selected for an interview will be contacted.