

Community Services Officer - Training Opportunity (Part-Time, On-Call) # 777 **Closing Date: Opened until filled**

At the City of Kamloops, we believe in progressive and barrier-free recruitment for everybody every day. This means employment opportunities for all in a safe, inclusive and diverse workplace. We know our city is stronger when we hire qualified individuals from different backgrounds with diverse experiences, cultures and perspectives.

We are focused on creating the highest levels of service excellence, based on an organization-wide community culture that celebrates our employees who make it all happen. We are known as Canada's Tournament Capital and are famous for our hospitality and community spirit, traits that make us a leader! Recreation, sports, arts and culture, health care, social activities, volunteerism, and affordable housing all meld to form a unique blend of big-city amenities with small-town ambience. This is Kamloops!

Let's make Kamloops shine! Join our team today.

Position Overview

An exciting and challenging opportunity exists for Part-Time and On-Call Community Services Officers at the City of Kamloops in the form of a Training Opportunity. Our Community Services Officers perform skilled inspectional and regulatory work, custodial tasks, prison guard work, inventory management, and basic maintenance services. The work also involves educating the public about regulatory rules, conducting inspections to ensure that bylaws are being followed, investigating complaints, maintaining and preparing files for court action, mediating between members of the public, leveraging voluntary compliance, and seeking formal consequences for bylaw contraventions.

This role provides a guarantee of sixteen (16) hours per week (weekend shift) and if you have flexibility in your schedule the opportunity for up to three (3) additional on-call shifts.

Our thorough training program was developed specifically for this position to support and prepare our Officers for this role. Check out this exciting opportunity and apply today!

The successful candidate must have the following qualifications:

1. Completion of senior secondary school or its equivalent.
2. Completion of two years post-secondary education in one of the following (or a combination of the following):
 - Police and Justice
 - Criminology
 - Law Enforcement Studies
 - Corrections & Youth Justice
 - Human Service Worker Studies

OR
Completion of British Columbia Auxiliary Constable Training Program or Police Officer Training.

OR
Minimum of one-year previous experience in the enforcement of municipal bylaws and regulations or as a Custodial Guard, in Corrections, or as a Sheriff.

OR
Completion of Justice Institute Level I and II Enforcement Certificates or equivalent with six (6) months of experience in a customer relations/service position.

3. Ability to obtain the Justice Institute Level I and II Enforcement Certificates or equivalent (if not already held).
4. Valid Occupational Level 1 First Aid Certificate.
5. Valid BC Driver's Licence Class 5.
6. Ability to obtain WHMIS Certification.
7. Proficient in basic Word and basic Excel, as demonstrated through testing. A 70% pass rate is required.
8. Ability to obtain and maintain RCMP Reliability Security Clearance. Please note, if you are unable to obtain or maintain a Clearance, your employment with the City will be terminated.
9. Physical abilities requirement, as demonstrated through testing.

For new hires, and for those working in designated positions of trust, including those working directly with vulnerable persons, no formal offer of employment will be made until an applicant completes a police information check.

This position will receive 14% in lieu of all benefits, vacation, stat holidays, and health time.

More than one may be hired.

Please see the attached job description for a fully qualified Community Services Officer for more details and review the attached Training Opportunity Terms and Conditions.

This position will remain open until filled.

Awarding of Training Opportunity:

To be successful for this training opportunity, senior applicants must meet the above requirements. Applicants are able to participate in a maximum of two training opportunities at the City of Kamloops.

On-the-Job Experience and Training:

The successful candidates for this opportunity will be gaining experience and education towards becoming a fully qualified Community Services Officer. The exact length of the training opportunity may vary based on the previous experience of the successful candidates but will be a maximum of two years.

Pay Rate:

The successful applicants for this training opportunity will receive the pay rate of Pay Grade 11 (outside), \$33.50 per hour. After successful completion of the Training Opportunity, and being deemed fully qualified, the incumbents will move to a Pay Grade 12 (outside).

Employee Commitment:

Upon successful completion of the training opportunity, the applicants must remain in the position for the same amount of time that the employee spent completing the training opportunity.

Hourly Rate

$\$33.50 + 14\% = \38.19

Hours & Days of Work

Community Services - Rotational

Monday-Friday:

8 am-4 pm,
4 pm-12 am,
12 am-8 am.

Part-time:

Saturday/Sunday:

8 am-4 pm,
4 pm-12 am,
12 am-8 am.

Community Services RCMP – Rotational

Monday-Friday:

8 am-4 pm,
4 pm-12 am,
12 am-8 am,
6 am-2 pm,
12 pm-8 pm.

Part-time:

Saturday/Sunday

8 am-4 pm,
4 pm-12 am,
12 am-8 am.

Hours per Week

Part time 16 hours per week

Please note if you need assistance or have individual needs or requirements throughout the application process, contact the Human Resources Department by telephone, email hr@kamloops.ca or in person at 105 Seymour Street so we can better support you.

External job postings are open to everyone. We are an equal opportunity employer and thank all applicants for their interest. Please be sure to review the application requirements of each job you apply for. Only those selected to participate in the recruitment process will be contacted.

Applications are accepted online at kamloops.ca/careers.