



EMPLOYMENT OPPORTUNITY

Community Peace Officer – Level 1

Foothills County encompasses a diverse rural landscape covering approximately 3,600 square kilometres located in the foothills of southern Alberta.

We are accepting applications for a permanent, full-time Community Peace Officer (CPO) Level I/Municipal Enforcement Officer to join our Emergency Services and Foothills Patrol teams. Under the general direction of the Manager, Foothills Patrol, and the Operational Supervisor, Foothills Patrol, the CPO is responsible for providing provincial statute and municipal bylaw enforcement services within the county and any other contracted municipalities.

We are seeking a motivated, forward-thinking person who is ready to develop and adapt alongside the team and our rapidly growing community.

Required Qualifications and Experience:

- High School Diploma plus a minimum of a two (2) year Diploma in a Law Enforcement related field and/or extensive law enforcement or policing background.
- Eligible for Community Peace Officer 1 Appointment from Alberta Justice and Solicitor General.
- For new applicants: The completion of the PARE physical abilities testing (or recognized equivalent) within the past six (6) calendar months, with a time of four (4) minutes 45 seconds or less.
- Full mobility with a good level of physical fitness.
- Excellent working knowledge of the Municipal Government Act and processes surrounding enforcement, entering onto properties, seeking orders and the injunctive process.
- Ability to appear before appeal boards and to provide in-depth case reports associated to appeals of remedial and/or stop orders.
- Excellent report writing and documentation skills, ability to photograph scenes, preparation of affidavits for legal counsel.
- Prior experience in a courtroom setting is an asset, as well as the ability to deal with difficult people and situations.
- Formal training and proven ability to use common office software, such as word and excel is also required.
- A valid Class 5 Drivers' License with a clean abstract is a requirement to fulfill this position.
- RCMP security clearance and a Criminal record check is a requirement.
- Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations.
- Must be able to work shift work and be on call. Must be able to work in and outdoors in all weather conditions.

Foothills County offers a competitive salary, a defined benefit pension plan and superior group insurance benefits.

To view a full copy of this Job Description please visit www.foothillscountyab.ca and click on Careers.

Qualified candidates are invited to forward their cover letter and resume to:

**Human Resources
Foothills County
Box 5605, 309 Macleod Trail
High River, Alberta T1V 1M7
Email: opportunities@foothillscountyab.ca**

We thank all applicants for their interest, however only those applicants to be interviewed will be contacted.