

Crime Analyst (Exempt - Temporary)

Job Requisition	JR-2024-169 Crime Analyst (Exempt - Temporary) (Open)
Job Family	Exempt
Start Date	2024-06-12
End Date	2024-07-11
Primary Posting	No
External Posting URL	https://vernon.wd10.myworkdayjobs.com/Vernon-Career_EXT/job/Detachment-Building/Crime-Analyst--Exempt--Temporary-_JR-2024-169
Description	Closing Date:

Jul 11, 2024

Posting comes off at 12:00AM on the closing date, with the competition closing at 11:59pm the day prior.

Salary Range:

\$89,033.79 - \$104,745.64

Job Description

Effective September 2024 to Septemb 2025, approximately

Reporting to the NCO-In-Charge, Vernon RCMP General Investigation Section, this position is responsible for crime analysis, parole coordination and prolific offender duties.

Duties Include:

Crime Analysis

- Collects, assembles, analyses and interprets a wide variety of investigative and intelligence data to support ongoing investigations, community policing and crime prevention strategies and operational plans.
- Develops and prepares written reports and briefing notes on crime trends/patterns which include narrative explanations on findings to augment statistical data required.
- Creates and maintains a weekly Catch Sheet detailing clients with outstanding warrants and disseminates all updated information with existing partnering agencies.
- Produces weekly crime summary of all property-related files, including an analysis of spikes, patterns and any noticeable trends.
- Responds to requests from operational personnel for file assistance.

Parole Coordination

- Establishes and maintains liaisons with external agencies and government departments, including delivery of presentations, briefings and reports on crime trends and related matters.
- Tracks, monitors and interviews parolees in and around Vernon to ensure compliance with release procedures.
- Prepares Correction Service Canada supplemental reports on behalf of North Okanagan RCMP upon request from Vernon Parole.
- Maintains Parole files and disseminates all information to appropriate operational personnel.
- Liaises with Adult/Youth Probation and Vernon Parole and attends inter-agency meetings.
- Disseminates information received from Probation about incoming clients being released from Kamloops and other correction facilities.

Prolific Offender Assistance

- Monitors prolific offender activity, enters appropriate file updates and shares information with relevant agencies as appropriate.
- Collects, organizes and analyzes crime data, creates a weekly bulletin of offenders and related activities and disseminates information to existing police intelligence networks as appropriate.
- Maintains RED ZONE board and disseminates all information to partnering agencies.

Other

- Prepares annual Provincial Threat Assessment for the Vernon North Okanagan Detachment area.
- Maintains currency in all incoming and outgoing intelligence reports.
- Maintains repository of gang/organized crime intelligence, both locally and provincially.
- Queries National Crime Data Base as requested by operational personnel and outsources queries that involve results classified higher than Level 3 to Intellex and monitors results.
- Provides major file assistance to the GIS and Serious Crimes Unit as required.
- Creates customized database programs and maintains comprehensive information and data files.
- Presents synthesized data and results of analysis for investigational and administrative requirements.
- Develops and delivers presentations and crime trend briefings to senior managers and operational personnel using audiovisual aids, maps, graphs and written reports.
- Provides operational personnel with identification of specific and immediate crime trends and problems, (ie: break and enters, and information to assist in determining the offender(s)).
- Performs other duties as required.
- All persons employed by the City of Vernon will be required to assist the City in providing emergency services. Duties assigned during an emergency may differ from regular duties.

Required Education and Experience:

- Post-secondary diploma in Criminology or Justice Studies.
- 3 to 5 years' experience in research, statistical and analytical principles, practices, procedures, methods and techniques utilizing a range of software programs, databases, police information systems and intelligence databases, including, but not limited to PIRS, CPIC, PRIME, OCR, NCDB.
- Valid BC Drivers Licence, Class 5.
- Eligible to become a sworn constable under the Provincial Police Act.
- Experience in the duties of Corrections Services Canada, Parole, Probation and court ordered releases.
- An equivalent combination of education and experience may be considered.

Required Knowledge, Skills and Abilities:

- Knowledge of the criminal justice system and its components as related to the work performed.
- Ability to present work results, conclusions and recommendations orally and in written form.
- Knowledge of computer software products, including database and mapping tools, for the analysis and storage of data.
- Ability to collect, analyze and interpret data.
- Ability to work in a team environment.
- Ability to communicate effectively orally and in writing.
- Ability to perform assigned duties under minimal supervision.
- Knowledge of office procedures and departmental regulations including but not limited to the

RCMP and Corrections Services Canada.

- Ability to deal directly with persons involved in parole, probation, and judicial release programs.
- Demonstrated interviewing techniques and abilities.
- Ability to create and conduct presentations.
- Ability to operate computers, printers, projectors and other audiovisual aids.
- Ability to obtain and maintain an acceptable criminal record check.
- Ability to achieve RCMP Enhanced Security Clearance.

To Apply:

Please submit your resume, quoting the appropriate competition number to: Human Resources, City of Vernon, using one of the following methods:

- Online at www.vernon.ca/ by selecting “apply” and creating a candidate profile.
- By Fax: (250) 550-3551

Internal Applicants:

- Internal applicants are asked to apply using their worker profile.
- By making application, you are authorizing the City of Vernon to verify, through whatever means deemed appropriate, any information included in your applicant profile.

The City of Vernon wishes to thank all applicants; however, only those candidates selected for an interview will be contacted.

Worker Sub-Type	Fixed Term (Under 1 Year) (Fixed Term)
Location	Detachment Building
Time Type	Full time
Locations	
Supervisory Organization	Municipal Support Services - RCMP