



Community Policing Services Coordinator Regular Full-Time

About Us

One of BC's Top Employers, the City of Coquitlam offers meaningful career opportunities to make a difference within the local community. As the sixth largest city in BC, we are home to more than 150,000 residents. Our diverse municipality is a great place to work as it continues to grow through innovative urban design, inspiring arts, culture and recreation programs, and state-of-the-art transportation systems. Our brand is built on managing our resources in a responsible and sustainable manner, while supporting a vibrant, growing regional urban centre. We envision a bright future in Coquitlam that we hope includes you!

About You / What We Are Looking For

The City of Coquitlam is currently recruiting for a regular full-time Community Policing Services Coordinator to join our Community Policing team. This position is responsible for the organization, direction and coordination of volunteer community policing services and crime prevention programs, and for overseeing the work of crime prevention staff and volunteers. Duties also include recruiting, interviewing, selecting, scheduling and motivating a large group of volunteers, promoting crime prevention programs and services, presenting workshops and training sessions and identifying the need for and implementing crime prevention programs and activities. The incumbent will also prepare reports, draft grant proposals, monitor expenditures and liaise with a wide variety of community groups.

Minimum Qualifications

Requirements include grade 12 and courses related to the work, plus sound related work experience or an equivalent combination of training and experience, a valid Driver's License for the Province of British Columbia, a St. John's First Aid Certificate and the ability to obtain and maintain a RCMP Reliability Clearance.

Preferred Qualifications

The ideal candidate will have considerable knowledge of community police and crime prevention objectives, principles, services and programs, such as Block Watch, Speed Watch, Citizen Crime, be able to work with and train a large group of volunteers, the ability to implement and coordinate volunteer crime prevention programs and services as well as the monitoring and tracking of expenses. A diploma or degree in social sciences, criminology or a related field, plus extensive experience working with volunteers, as well as experience working in a policing environment is preferred.

What We Offer:

This CUPE position has an hourly rate range of \$36.06 - \$42.44. The rate of pay is based on a variety of factors including qualifications, knowledge, experience and skills.

You will have the chance to join a rapidly growing and diverse team dedicated to supporting the local community, and be able to engage in variety of learning and development opportunities. Additionally, there is an opportunity to participate in an earned day off/flex day program. The City offers an attractive vacation and extended benefits package, including the ability to contribute to the Municipal Pension Plan.

Accessibility / Equal Opportunity Employer

The City of Coquitlam is proud to be an Equal Opportunity Employer working towards enhancing equitable practices in our recruitment and retention processes. As an organization we are committed to creating an inclusive work environment to support our growing and diverse work force. To learn more about what equity, diversity, and inclusion means, and the City's efforts in support of these principles, please visit coquitlam.ca/edi for more information.



If at any time during the application or recruitment process you require additional assistance or an accommodation, please contact our team for confidential support. Staff can also provide in-person support if required.

Applicants under consideration may be required to undergo a police information check (with no adverse reports). The successful candidate must also be able to obtain and maintain an Enhanced RCMP Security Clearance.

Good people make Coquitlam great, sign up for career alerts through our recruitment portal to stay up to date about opportunities within our team, or follow us on [LinkedIn](#) to learn more about how #YouCouldWorkHere too!

Please apply online at www.coquitlam.ca/careers by 11:55 pm on November 11, 2024.

We thank all applicants for their interest; however, only those selected for an interview will be contacted.