



We're looking for a Student, Municipal Law Enforcement to join Clarington's Legislative Services team!

If you require this information in an alternate format, please contact the Accessibility Coordinator at 905-623-3379 ext. 2131.

Why Clarington

Clarington is a place of possibilities.

With a population set to double by 2051, Clarington is one of the fastest-growing municipalities in Durham Region with more than 107,000 people across four urban centres and 14 hamlets. Clarington offers a perfect blend of urban living and country charm and is known for its thriving energy and agriculture sectors, historic downtowns and as a great place to live, work and play.

Our people enjoy a collaborative work environment, work-life balance, and are at the forefront of community impact. We value accountability, integrity and respect, and are committed to fostering equity, inclusion and diversity in the workplace. Together, we are striving to enhance the quality of life for residents today and for future generations who call Clarington home.

The future is bright – and working with the Municipality of Clarington means you can help shape it. How will you make your mark?

Position Snapshot

The Legislative Services Department requires a Summer Student in its Municipal Law Enforcement Division. Reporting to the Supervisor of Municipal Law Enforcement, the Student, Municipal Law Enforcement will assist with the education and enforcement of the Municipality of Clarington's regulatory by-laws.

What you'll be doing

As a Student, Municipal Law Enforcement, your responsibilities include but are not limited to:

- Education and Enforcement of regulatory By-laws such as the Clean and Clear By-law, Traffic By-law and encroachments onto municipal property.
- Enforcement of Region of Durham's West Nile control regulations.
- Conduct field inspections and investigations on complaints and alleged infractions.
- Patrol areas of Clarington and assist in educating members of the public regarding Responsible Pet Ownership and Parks By-law.
- Issue warning to individuals who are witnessed violating municipal by-laws.
- Prepare written material for corporate records and possible further legal action, and if required, testify in court.

- Assist in educating members of the public regarding Clarington's regulatory by-laws.
- Perform other related duties as required from time to time.

What you bring

The successful candidate will have:

- Enrollment in, or recent completion of, a post-secondary educational program related to Police foundations or similar law enforcement program at college or university.
- Ability to work well in a team environment and work within the policies defined by the Municipality.
- Intermediate level computer skills preferably utilizing Microsoft Windows, Microsoft Word and Microsoft Teams
- Ability to deal with the general public in a courteous and confident manner
- Good public relations skills with the ability to be a positive ambassador for the Municipality
- Strong verbal and written communication skills
- Detail oriented; capable of conducting inspections and investigations with minimal supervision
- Keen sense of accuracy and urgency
- Use of own motor vehicle for work
- Must provide own safety footwear
- Must possess a valid Class G Ontario Drivers Licence, and a satisfactory Driver's Abstract from the Ministry of Transportation.
- Flexibility in scheduling and the ability to regularly work weekends is a necessity.
- Candidates must be available from June 23, 2025, to August 22, 2025.

What we offer

- Rate of pay: \$20.00 per hour (2025 rate)

We are an equal opportunity employer

- The Municipality of Clarington is a progressive employer committed to equity, inclusion and diversity within its community and organization. We are committed to building an inclusive and barrier-free environment for our team.
- We are pleased to accommodate individual needs in accordance with the Accessibility for Ontarians with Disabilities Act, 2005, within our recruitment process. If you require accommodation at any time throughout the recruitment process or in performing your position should you be selected, please contact the Human Resources Division at careers@clarington.net.

Additional information and requirements

Pre-employment testing for this position may include written and oral testing, to assist in determining the successful applicant. A passing score will be considered to be 60% on each test with the highest score considered in the award.

Prior to starting the position, A current (within the last 180 days) satisfactory criminal reference check, directly from a Canadian Police Information Centre. Criminal Records Checks from third party agencies are not acceptable. Applicants who have been employed with the Municipality within the last year and have provided a criminal reference check within the last 365 days are exempt from providing another criminal reference check.

Privacy

Applicant information is collected under the authority of The Municipal Act, 2001 and the Municipal Freedom of Information and Protection of Privacy Act for the purpose of evaluating the applicant. Questions about this collection should be directed to the Municipal Clerk, 40 Temperance Street, Bowmanville, ON L1C 3A6 or by phone at 905-623-3379 ext. 2109.

Ready to apply?

Please submit your application online by **June 25, 2025, at 11:59pm.**

We thank all applicants for their interest. However, only those under consideration will be contacted.