



Northwest Community Safety Services Inc.

Northwest Community Safety Services Inc. is in west-central Saskatchewan. Northwest Community Safety Services Inc. is a not-for-profit corporation, wholly owned by the R.M. of North Battleford No. 437, the R.M. of Spiritwood No. 496, the R.M. of Meota No. 468, the R.M. of Mervin No. 499, and the Resort Village of Cochin. We serve approximately 5,000 ratepayers within our communities.

Northwest Community Safety Services Inc. is looking for talented and skilled individuals to join our dynamic team. We offer a diverse, inclusive, respectful, and healthy work environment that offers flexible work arrangement to ensure work-life balance. If you value teamwork, challenging assignments, and are innovative, collaborative, and value high quality service to residents, we want to hear from you!

Community Safety Officer Sergeant (40 hours per week) Full-Time Based out of the RM of Mervin No. 499 Protective Services

As the Community Safety Officer Sergeant, you will work collaboratively with Northwest Community Safety Services Inc., which consists of a 10-Member Board of Directors, Chief of Police, Administrative Support, and Community Safety Officers.

Reporting to the Board of Directors, the Community Safety Officer Sergeant is responsible for but not limited to: ensuring provision of appropriate services in accordance with existing legislative and policy frameworks and service agreements; provide oversight and reviews of the Administrative Support and Community Safety Officers for internal quality assurance; and compliance with provincial Community Safety Officer program (vehicle, uniforms, equipment, training, reporting, ensuring CSOs adhere to the designated authorities pursuant to their CSO Special Constable appointments); monthly/semi-annual/annual reporting to the Board; manage day-to-day operations (supervision of CSO tasks, policy adherence); and any other related duties as assigned by the Board of Directors. The Community Safety Officer Sergeant will work collectively and patrol the community through shift work on a regular basis (40 hours per week) for enforcement, prevention, intervention, and education with regular interaction and liaison with the local RCMP staff.

Qualifications

- Valid Class 5 License with a clean driver abstract.
- Criminal Record Check and Vulnerable Sector Check that is acceptable.
- Grade 12 High School Diploma or GED equivalent.
- Law & Security Diploma/Certificate in Police/Justice Studies an asset.
- Saskatchewan CSO Induction Course Certification or equivalent.
- Proficient computer skills with knowledge of Microsoft 365.
- Baton and OC spray certification, Radar/Lidar certification.
- EVOC and Stop Tactics certification.
- Conflict resolution training.
- Investigation techniques certification and training.
- First Aid, CPR, WHMIS.
- Ability to obtain the CSO appointment approved by the Saskatchewan Ministry of Public Safety and Policing.
- ICS 100, 200, and Emergency Management Basics an asset.

Competencies

- Organization and Time Management – task prioritization, scheduling, planning and coordination.
- Communication Skills - verbal and written communication, listening, customer service.
- Problem-solving and Decision-Making – critical thinking, adaptability, conflict resolution.
- Technological Proficiency – software knowledge, data entry and management, automation tools.
- Financial – budget control.
- Attention to Detail – accuracy, compliance.
- Teamwork and Collaboration – supportive role, collaboration, interpersonal skills.
- Confidentiality and Discretion – privacy protection, ethical standards.
- Legal and Regulatory Knowledge – compliance awareness.

Rate of Pay: \$81,000 - \$95,000 Starting rate based on experience.
Progressive Steps based on Service to a maximum of \$112,140. Comprehensive Pension and Group Benefits.

Hours of Work: 40 Hours per week. Evening and weekend shifts are required. Based out of the RM of Mervin No. 499 Protective Services.

Posting Closing Date: Until successful candidate is found.

Contact Information

Interested candidates are invited to apply by submitting a detailed resume to email:

nwcssinc@gmail.com

Northwest
Community
Safety Services
PO Box 647
Turtleford, SK
S0M 2Y0

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

*Northwest
Community Safety
Services Inc. is an
equal opportunity
employer and values
diversity in the
workplace.*