



EXTERNAL

September 29, 2021

Deputy Chief – Lethbridge Police Service

(Permanent Full-time; 75 hours bi-weekly)

The City of Lethbridge serves a community of just over 101,000 residents, and is committed to delivering services in a way that earns the trust, respect and confidence of the community. Located just two hours south of Calgary and close to the Rocky Mountains and U.S. border, Lethbridge is a family-oriented and culturally vibrant community with diverse recreational opportunities; fine restaurants and shopping; and home to two innovative post-secondary institutions – the University of Lethbridge and Lethbridge College.

The City of Lethbridge proudly acknowledges that we are located at the heart of Siksikaitstapi (Blackfoot) Territory, home of Kainai, Piikani, Siksika and Amskapi Piikani (Montana, USA) First Nations. Lethbridge is also located within the Métis Nation of Alberta, Region III. We recognize the diversity of our community and work to ensure programs, services, facilities and employment opportunities are inclusive to all people.

The Lethbridge Police Service currently has an opportunity for a permanent, full-time **Deputy Chief**. Reporting to the Chief of Police, the Deputy Chief assists with the preservation and maintenance of the public peace and the prevention of crime within the municipality. The Deputy Chief is accountable to the Chief of Police for operational and administrative activities, including financial oversight and strategic planning. The scope of the position includes extensive internal and external contacts and requires judgement-based decisions which impact operations and the credibility of the Service. The Deputy Chief will assume command of the Service in the absence of the Chief of Police.

MAJOR RESPONSIBILITIES:

The Deputy Chief is responsible for the following:

- ▶ Advancing the mission, vision and values of the Police Service
- ▶ Assisting the Chief of Police with the day-to-day operation and administration of the Police Service
- ▶ Assisting the Chief of Police to develop the focus and strategic direction of the Police Service
- ▶ Representing the Police Service at the municipal, provincial, federal and international levels in the absence of the Chief of Police
- ▶ Representing the Police Service at internal and external functions in the absence of the Chief of Police
- ▶ Building and maintaining effective working relationships with leaders, organizations, governing/oversight bodies as well as others in the region involved in the planning and delivery of protective services
- ▶ Meeting with community partners, city departments, other law enforcement agencies, internal units, divisions and other organizations
- ▶ Instilling ethical conduct in others
- ▶ Leading projects and initiatives
- ▶ Reviewing policy and procedures, recommending additions and amendments
- ▶ Participating in committee work at the municipal, provincial and federal levels
- ▶ Attending operational meetings, including weekly Executive meetings
- ▶ Attending briefing meeting to review the previous 24 hours of operations, calls for service, highlights of activities and any special issues
- ▶ Reviewing Use of Force Reports

- ▶ Reviewing organizational structural needs and requirements
- ▶ Providing financial governance and management of resources
- ▶ Assisting with the management of community and public relations, including management of sensitive public and media inquiries
- ▶ Leading the development of strategic and business plans
- ▶ Overseeing the development and implementation of operational plans to support the business plan
- ▶ Performing assignments for the Chief or delegate duties to appropriate personnel
- ▶ Overseeing operations and activities of the Victim/Witness Services Unit, including Administrative Staff, Crisis Support Workers and Domestic Violence Court Workers
- ▶ Overseeing operations and activities within the Professional Standards Unit, including a review of investigations prior to submission for the Chief of Police for disposition
- ▶ Overseeing operations and activities of the Business Management Section, including Quarter Master Stores, Administrative Analysis Unit

EDUCATION, TRAINING AND SKILLS:

- Superior knowledge of the *Police Act*, professional standards, and related legislation
- Several years of Executive leadership in Law Enforcement
- Demonstrated ability to apply modern policing and management best practices
- Demonstrated appreciation of diversity, inclusivity, and working with our partners
- A comprehensive understanding of the political and social culture facing policing and the resulting impact and implications of decisions on that culture
- Strong team building skills
- An understanding of and an appreciation for the challenges facing policing today
- Strong problem-solving and effective negotiation skills

Must possess extensive policing, administrative and interpersonal skills commensurate with the competencies required of a Deputy Chief.

The Lethbridge Police Service offers an attractive, comprehensive, and flexible benefits package.

For additional information on this opportunity, please contact:

Shahin Mehdizadeh - Chief of Police at 403-330-5085 or shahin.mehdizadeh@lethbridgepolice.ca

Qualified candidates are invited to submit their resume with cover letter, online at www.lethbridge.ca

Closing Date: October 29th, 2021, at 11:59 p.m.

The Lethbridge Police Service is committed to fostering a respectful, inclusive and equitable workplace which is representative of the community we serve. We welcome those who have demonstrated a commitment to upholding the values of equity, diversity, inclusion and anti-racism. Applications are encouraged from members of groups that are historically disadvantaged and unrepresented.

All candidates are thanked in advance for their interest. Only individuals selected for interviews will be contacted.