



## **PORT MOODY POLICE DEPARTMENT**

### ***A POLICING CAREER IN THE CITY OF PORT MOODY***

#### **MORE THAN JUST A JOB**

Thank you for taking the time to consider a career in policing with Port Moody Police Department. You are looking into one of the most exciting careers available. Although the challenges a police officer faces are many, the rewards and satisfaction gained through meaningful accomplishments on the job are substantial.

#### **PORT MOODY POLICE DEPARTMENT**

Since 1913, Port Moody Police Department has protected the City of Port Moody. Our department is one of the oldest municipal police departments in the Province of British Columbia. We currently have a staff of 45 sworn members. Port Moody Police Department is committed to maintaining and enhancing the quality of life in the City of Port Moody. We live by the motto “no call too small” and are determined to deliver this level of service to our community.

#### **A LIFETIME CAREER AS A PORT MOODY POLICE OFFICER**

Before deciding to pursue a career within the police service, you must make yourself fully aware of the role and responsibilities of persons within the policing profession. You should also make yourself aware of the personal qualities that are required of police officers. This includes high ethical standards, personal integrity, strong interpersonal skills and courage.

Port Moody Police Department requires individuals who truly desire to make a difference in our community. Only the best will be selected.

This applicant preview booklet will explain our requirements, selection process and the training program for new officers. Please read this booklet carefully and contemplate the following personal questions:

- ➔ Am I the type of person who can be an effective police officer?
- ➔ Can I deal effectively with adversarial people and situations?

→ Do my current qualifications make me a competitive applicant?

## **POLICE CONSTABLE APPLICANT INFORMATION**

### **JOB SUMMARY**

Police constables perform duties of considerable variety and responsibility involving public service, protection of life and property, prevention and investigation of crime, and the enforcement of law in accordance with a wide variety of police regulations and legal requirements.

Police constables are required to act without direct supervision and to exercise considerable independent judgment. They are accountable to their supervisors and to the courts for their decisions and actions. Port Moody police officers are responsible for a 'Community Policing' model where they directly participate with the community to address area problems.

### **KNOWLEDGE, SKILLS AND ABILITIES**

Through training you must be capable of demonstrating:

• Sound knowledge of applicable federal, provincial, municipal law and departmental policy and procedures
• Sound knowledge of police methods and the subsequent application to practical situations accurately
• Strong interpersonal skills while dealing with the public in a variety of situations
• Ability to write and speak effectively, prepare reports and records and give evidence in court in a professional manner
• Skill in investigation and interview techniques in situations requiring intelligence and emotional stability
• Skill involved in the operation of police vehicles in routine and emergency situations, handling and caring for a variety of firearms, physical development and proficiency

### **COMPENSATION AND BENEFITS**

Our salary and benefits package is one of the most generous for policing in Canada. The pension benefits also rank among the top for both the government and private sector in terms of the monthly take-home pay and the age (50 years) when you may retire.

Recruit police officers receive probationary constable's pay beginning on the day of hiring and inclusive of the time spent in the Police Academy. Pay increments occur

annually for four years until the level of first-class constable is reached. Salary increases also take place at 10, 15 and 20 year levels of service, upon each member attaining the standards for these increment levels.

<b>SALARY – 2006</b>	<b>PER MONTH</b>
Probationary Constable (1 <sup>st</sup> year, including training)	\$3,791
Fourth Class Constable	\$4,375
Third Class Constable	\$4,666
Second Class Constable	\$5,250
First Class Constable	\$5,833

### **ADDITIONAL BENEFITS AS A PORT MOODY POLICE OFFICER**

- Job security
- Paid vacations
- Medical and dental plans, including extended health
- Sick leave benefits, including long-term disability
- Employee assistance program including psychological services
- All uniforms, equipment supplied
- Employee clothing and cleaning allowance

### **POSSIBLE ASSIGNMENTS WITH PORT MOODY POLICE DEPARTMENT**

- Community Relations Section
- Special Projects Team
- Criminal Investigation Section
- Forensic Identification Section
- Traffic Section
- Crisis Negotiator
- Patrol Section
- Youth Section
- Secondments to other agencies including the Justice Institute of British Columbia and Provincial Integrated Teams

## **MINIMUM AND PREFERRED QUALIFICATIONS**

### **MINIMUM QUALIFICATIONS**

- Canadian citizen or landed immigrant
- 19 years of age or older
- Weight proportionate to height and build

- Meet minimum vision requirements (see below)
- Physically fit, able to pass POPAT (Police Officers' Physical Abilities Test)
- Excellent health
- Possess a valid Class 5 BC driver's licence and a driving record which would not adversely affect suitability for policing duties
- Holder of a current First Aid/CPR certificate (must not expire before end of training)
- Possess a Language Proficiency Index (LPI) certificate indicating that a Level 5 has been obtained
- Good moral character
- Grade 12 education or equivalent. In addition, completion of at least one year of post-secondary education (30 credits) from an accredited college or university in any academic discipline is desirable, but heavy consideration will be given to other training received and life skills exhibited in lieu of post-secondary education.

Please note that applicants will not be considered for employment while facing criminal charges or charges under another federal statute. Applicants must not have been convicted of a criminal offence or a charge under another federal statute unless a pardon has been granted.

### **PREFERRED QUALIFICATIONS**

- Volunteer experience in related field (Victim/Witness Services, Police Reserves, Community Crime Prevention Programs)
- Knowledge of a second language or culture
- Work experience involving a position of responsibility
- Duties that involve a significant interaction with the public
- Other accomplishments, experiences and skills

### **MINIMUM VISION REQUIREMENT**

- Binocular vision, with uncorrected visual acuity of not less than 20/40 in one eye and 20/100 in the other eye, with a corrected visual acuity of not less than 20/20 in one eye and 20/30 in the other eye,
- Normal colour vision, and
- The same standards apply to those applicants who have had laser eye surgery, except that there is a further minimum six month waiting period from the date the last eye was corrected, for the purpose of assessing both vision and stability.

It must be recognized that there are many applicants but very few vacancies. Only the most qualified candidates will be successful.

## RECRUIT SELECTION PROCESS

The steps of the recruit selection process may vary from time to time. For the current process, please refer to our website: <http://www.portmoodypolice.com>.

## JUSTICE INSTITUTE OF BRITISH COLUMBIA POLICE ACADEMY RECRUIT TRAINING

After selection for training, the applicant is sworn in as a *probationary* Municipal Constable.

To become a *certified* municipal constable, the probationary constable must complete intensive training at the British Columbia Police Academy and subsequently complete an 18-month evaluation within their police department.

The current recruit tuition fee is \$9,500 per student. The recruit is responsible for this payment to the Police Academy on the first day of Block I training.

Police recruit training is broken down into a three-block process and includes Investigation and Patrol, Legal Studies, Traffic Studies, Social Sciences and an intensive physical skills training program. The recruit training is conducted at the Justice Institute of British Columbia - Police Academy, located at 715 McBride Boulevard, New Westminster, BC and consists of the following:

### **BLOCK I**

Eleven weeks of training with emphasis on legal studies and police skills, with an introduction to the Social Sciences as they relate to police work.

### **BLOCK II**

Thirteen to seventeen weeks of practical training, working under the guidance and with the continuous assistance of a seasoned, specially trained First Class Constable. The Field Trainer completes a Field Trainer Evaluation Report.

### **BLOCK III**

Eleven weeks of academic training at the BC Police Academy. Recruits are upgraded in general police skills with a concentration on the social dimensions of police work, to prepare the recruit to function independently upon graduation.

### **GRADUATION**

Upon successful completion of Block III, recruits become 'Qualified Municipal Constables' in the Province of British Columbia.

## **PRATICAL FIELD SETTING**

During the next 18-month period, the Recruit is placed in a practical field setting, working as an operational member of the Department. The member's performance is evaluated whereupon at successful completion, the member attains their 'Certified Municipal Constable' status in the Province of British Columbia.

## **SUGGESTED POST-SECONDARY EDUCATION COURSES FOR PROSPECTIVE APPLICANTS**

To enhance competitiveness in engagement and promotion processes, applicants may wish to consider post secondary education in programs such as Criminology, Business Administration, Personnel Management, etc.

Following is a list of post-secondary institutions where these types of courses are offered:

- Douglas College
- Kwantlen College
- Vancouver Community College
- University College of the Fraser Valley
- Camosun College - Victoria, BC
- Simon Fraser University
- BC Institute of Technology

Port Moody Police Department also encourages members to upgrade their qualifications after hiring and will financially assist them through an established Police Education Fund.

For more information about a policing career with Port Moody Police Department, please visit our website at <http://www.portmoodypolice.com>.