



PO Box 130. Carcross, Yukon Y0B 1B0
(867) 821-4251
www.CTFN.ca

Employment Opportunity



Job Title:	#25-122 Community Safety Officer
Department:	Health and Wellness
Status:	Permanent, Full-Time
Salary:	C/TFN Wage Scale Level 7-10 (\$31.82-\$46.82/hr)
Closing Date:	Open until filled

This posting is to fill two (2) permanent full-time positions. This is an until filled competition. Candidates are encouraged not to delay submitting their application as this posting can close at anytime. Resumes will be regularly screened until the position is filled or the competition closes, whichever is earliest.

We encourage all qualified candidates to apply. However, preference will be given to C/TFN Citizens, associate members and Indigenous candidates.

Carcross/Tagish First Nation Mission Statement

The Carcross/Tagish First Nation is mandated to protect the environment, health and wellness, education and aboriginal rights of our citizens; to continue to develop our natural

resources and strengthen our economy and the Carcross/Tagish First Nation government for our future generations.

Your Role

Reporting to the Community Safety Advisor (or designate), the Community Safety Officer (CSO) is responsible for maintaining a safe and secure environment for C/TFN citizens, employees, and community members by patrolling and monitoring premises and personnel, serving as a primary point of contact for reported incidents or complaints, and responding to incidents. This includes developing and maintaining trust and positive relationships with citizens, partners and stakeholders as well as acting as a referral agent and liaison for external partners and stakeholders.

Your Benefits

We are pleased to offer a comprehensive benefits package that includes competitive salaries, and ample job opportunities for professional growth. In addition, we provide a gas stipend for those who live more than 25km from Carcross, and contributions to RRSP's, ensuring that you are supported both professionally and personally.

Duties and Responsibilities

- Patrolling Carcross/Tagish Nation lands, providing positive engagement and fostering open communication with citizens.
- Encouraging the proactive involvement of citizens within the C/TFN traditional territory, in environmental and crime reduction initiatives.
- Providing intervention, support and responding to crisis, emergency or routine situations that require, or appear to require justice involvement in coordination with Community Safety Advisor or delegate.
- Providing investigative support or external partners such as RCMP, Yukon Justice and Public Safety Canada and other related contractors.
- Ensuring that service delivery complies with current regulations, accepted professional standards, and appropriate legislation.
- Upholding C/TFN's personnel policies, reporting any work related activity that gives rise to personal, staff, or public safety concerns.

- Maintaining accurate records of all work and provide reports on community safety activities for service delivery and service plan.

Essential Qualifications

Please submit your resume, clearly highlighting how you meet the qualifications outlined below. Candidates selected for further consideration will be based solely on the information provided in your resume.

- Grade 12, Graduation Equivalency Diploma (GED) or equivalent
- Police training from an accredited institution (RCMP or BC Justice Institute)
- Experience working with people in crisis in a social welfare capacity (paid/volunteer)
- Experience working within formal justice systems in the areas of youth justice, adult protection, corrections, probations, or social welfare is an asset
- Experience working successfully in a First Nation community asset.

Knowledge of Indigenous Peoples history with formal justice, residential and child welfare systems and familiarity with Carcross/Tagish First Nation history, culture, goals and aspiration is required for success in this position.

Desired Knowledge, Skills, & Suitability

- Experience using computers and proficiency in Microsoft Word, Excel, and Outlook
- Track, prepare and submit shift statistics and progress reports;
- Impartial documentation and reporting of incidents;
- Sound ability to handle emergency situations
- Solid written and oral skills
- Understanding and working knowledge of case management;
- Excellent communication and interpersonal skills to work with a variety of individuals, with the ability to establish and maintain positive and maintain positive professional relationships with staff, colleagues and clients
- Conflict resolution, counselling and mediation skills
- Demonstrated moral fitness and ethical standards
- Organizational and time management skills
- Effective skill and ability to handle a demanding and stressful work environment
- Ability to exercise and apply good judgement, discretion, tact and diplomacy
- Patience and empathy in dealing with stressful and emotional situations

Conditions of Employment

- RCMP vulnerable sector check
- Coursework in conflict resolution
- Grade 12, Graduation Equivalency Diploma (GED) or equivalent
- Police training from an accredited institution (RCMP, or BC Justice Institute)

There will be no relocation assistance associated with this position.

Please email your resume to Erica.couch@ctfn.ca with the competition number and title in the subject line of your email.