

Posting Title: Special Constable
Job ID #: 6154
Status: Regular
Salary: \$77,607 - \$88,865
Shifts: Rotating Shifts
Hours: 40.00
Location: City of Toronto (Location TBA)
Vacancies: Several
Job Code: C62S1Z Class 6 (40)
Opening Date: Monday November 21, 2022
Must Apply By: Monday December 5, 2022

The Toronto Police Service is looking for a candidate that shares our corporate values:

Service at our Core – Do the right thing – Connect with Compassion – Reflect and Grow

The Toronto Police Service is the fourth largest municipal police service in North America. With over 5,000 officers and approximately 2,500 civilian employees, we are dedicated to delivering best-in-class police services, in partnership with our communities, by being where the public needs the Service the most, by embracing partnerships to create safe communities, and by focusing on the needs of the City.

The Opportunity:

Are you looking for an excellent opportunity to enter a career in law enforcement? Are you a motivated, self-starter who exemplifies a high level of integrity and judgement?

If so, the Toronto Police Service is looking for exceptional people who want to serve the City of Toronto as Special Constable.

You are known for your outstanding interpersonal and communication skills and ability to multi-task in a stressful environment with courtesy and understanding, you bring a high

level of maturity and focus to your work while maintaining a firm but fair, professional demeanour.

What can I expect to do in this role?

You will rotate through all of the following roles and as a Special Constable throughout your career.

As a Special Constable assisting in a division, you will be responsible for but not limited to:

- Report writing, evidence collecting, canvassing and assisting in search of missing persons.
- Enforcement of some City of Toronto parking by-laws.
- Attending and assisting in protecting secured crime scenes under on-scene police constables or supervisors.
- Maintaining a notebook containing an accurate and thorough account of up-to-date- activities.
- Prisoner transportation, prisoner security and prisoner management
- Attending court and testifying as required.

As a Special Constable assisting in the booking area of a division, you will be responsible for but not limited to:

- Booking of prisoners, including searching, fingerprinting and photographing persons in custody.
- Maintain the security and wellbeing of prisoners in custody.
- Liaise and communicate with various stakeholders throughout the division and the Service regarding prisoner status and management.
- Manage persons in emotional crisis and physical distress, using available resources such as MCIT, Emergency Medical Services or arranging transport to a hospital, as appropriate.
- Attending court and testifying as required.

As a Special Constable assisting in Court Services, you will be responsible for but not limited to:

- Maintaining security and control of persons in custody who must attend court.
- Transporting prisoners to and from detention centres, immigration facilities, medical facilities, hospitals, police divisions, court houses, arrest locations or other detention locations.
- Controlling, monitoring and escorting persons lodged in holding cells and escorting them to court.

- Maintaining security and order in courtrooms.
- Monitoring courthouse entrances via electronic screening.
- Executing arrests when required.
- Obtaining DNA samples from persons in and out of custody, as ordered by the court.
- Attending court and testifying as required.

How do I qualify?

Minimum Requirements:

- Must be at least 18 years of age
- Must be a Canadian Citizen or have permanent resident status in Canada
- Must have a minimum Ontario grade 12 education or its equivalent (Note: official transcripts and diplomas will be required). Where education has been completed outside Ontario, official proof of equivalency must be obtained
- Must be able to pass a security clearance as well as a background investigation, credit and reference checks
- Have a minimum of one year of related experience (i.e. customer service, working with the public, hospitality, etc.)

License and Certification Requirements:

- Possess valid "G" driver's license (upon submission of application) with no more than six demerit points, permitting you to drive an automobile in Ontario with full driving privileges
- Current certification in both "Standard First Aid" and "CPR Level C" and AED from an accredited agency by the time an offer of employment is given
- Possess a valid O.A.C.P. (Ontario Association of Chiefs of Police Certificate) Special Constable certificate
- Have a minimum of 20/40 (uncorrected) vision, with normal colour acuity
- Successfully pass the hearing and vision standards as outlined by the O.A.C.P. for a Special Constable certificate

(OACP certificates issued prior to January 1, 2020 will still be accepted, as long as all components of the certificate are valid and/or have a valid OACP Certificate of Equivalency. For more information please visit: <http://www.stps.on.ca/wp-content/uploads/2019/12/OACP-CSS-Certificate-Equivalency-Guide.pdf>).

Please Note: IF selected to move forward, applicants will be required to attend a fitness test at the Toronto Police College (shuttle run, level 6 to be achieved) on Wednesday December 14 (3pm-6pm)

For further information on obtaining an OACP Certificate of Results and/or testing, visit:
<https://oacpcertificate.ca/>

Skills/Competencies:

- Ability to deal effectively with persons in crisis and to work in a stressful environment that requires problem solving, judgement, conflict resolution, communication, teamwork and co-operation
- Possess strong interpersonal and communication skills in order to deal with members of the Service, persons in custody and the public in a professional and tactful manner
- Motivated self-starter, able to work with minimal supervision
- Must be able to endure prolonged physical activity on a daily basis

Conditions of Employment:

- All Toronto Police Service employees are required to be fully vaccinated (defined as completion of the full vaccination cycle with a COVID-19 vaccine approved by Health Canada) as a condition of hire unless there is a valid exemption pursuant to the Human Rights Code
- Must successfully pass the required Toronto Police Service driving test to operate a police vehicle (TPS Blue Card)
- Deemed medically fit for the position through a medical assessment
- Meet all requirements to attain the status of a Special Constable as outlined by the Ministry
- Successfully complete the Special Constable Training Program that consists of:
 - 13 week paid training program held at the Toronto Police College (70 Birmingham Street, Toronto)
 - Monday to Friday 7am - 3pm (may also include evenings and weekends)
 - Anticipated start of training program: April 2023

Probation Period:

6 months

Contacts:

Further info or questions please contact:

<https://tps.hrassociates.ca/special-constables/>

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