



## **Victim Services – Indigenous Resource Officer**

### **Full Time Position**

### **External Posting**

Under the direction and supervision of the Victim Services Coordinator, the successful candidate will provide support to Indigenous victims of crime and traumatic events, and their families by providing basic services including crisis intervention, information, advocacy, support and referrals, as well as court related services. This is a full time position, excluded from the CBA, with a set rotation of shifts/hours, flexible hours are required at times.

#### **General duties include but are not limited to:**

- Provide Indigenous victims of crime and their families culturally appropriate support services, including emotional support, information, referrals and advocacy;
- Assist in the development and delivery of programs and initiatives to meet the needs of victims of crime and their families;
- Assist in the design and delivery of public education/awareness programs on crime prevention strategies targeting Indigenous youth and adults;
- Participate in activities and meetings with Indigenous groups and community agencies in Prince Albert to provide liaison and encourage communication between these groups/agencies, the police service, and the justice system;
- Assist in the identification, recruitment, and training of Indigenous Volunteer Victim Support Workers for Prince Albert Victim Services;
- Provide advice and assistance to PAPS members on cases involving Indigenous people;
- Provide cross-cultural training to members of the PAPS as required;
- Provide assistance to victims on case, police and justice system procedures; and
- Any other duties as required or assigned

#### **Desired Qualifications Include:**

- Post-secondary education in human services or an appropriate combination of education and experience.
- Demonstrated commitment in working with victims or people in crisis.
- Have strong interpersonal, organizational and problem solving skills.
- Knowledge of and sensitivity to Indigenous (First Nation, Inuit, and/or Métis) traditions, cultures, practices, education and issues an asset.
- Ability to work in a team environment.
- Self-driven and ability to work within deadlines with minimal supervision.
- Ability to maintain confidentiality.
- Excellent verbal and written communication skills are essential.

- Positive attitude and commitment to team work.
- Ability to work flexible hours, including evenings and weekends as required.
- Ability to obtain and maintain security clearance.

This is an Out of Scope, Civilian position, with the Prince Albert Police Service. Hours of work are Monday to Friday, 8:30am to 5:00pm (8 hrs/day) with every third Friday off. Flexible hours are required.

**Only Indigenous candidates will be considered for this position. Verification of Indigenous status with documentation is a condition of employment.**

We thank all applicants, however, only candidates selected for an interview will be contacted.

The application deadline for this position is at **10:00 am, February 2, 2024**. Please submit a cover letter and resume to Finance and HR Manager, Angela Dumont.

**Email:** [adumont@papolice.ca](mailto:adumont@papolice.ca)

**Mail or in person:** Prince Albert Police Service - 45 15<sup>th</sup> Street West, Prince Albert, SK. S6V 3P4