



Port Hope Police Services Board

Job Description

- Title:** Chief of Police
- Reports to:** Port Hope Police Services Board
- The Community:** The Municipality of Port Hope is nestled amongst the rolling hills of Northumberland County on the shores of Lake Ontario. It is located approximately 100 kilometres east of Toronto and 160 kilometers west of Kingston. Spanning 279 square kilometers, the Municipality is comprised of both rural and urban communities, with a combined population of 16,750. The rural portion of the Municipality is policed by the OPP and the urban portion, the Port Hope Police Service.
- The Department:** The Port Hope Police Service consists of a complement of 24, two part time officers, six civilian personnel, and five casual staff. The Service includes a screening program.
- Position Summary:** To follow the direction of the Port Hope Police Services Board in carrying out its legislative mandate to provide adequate and effective policing services to the Municipality of Port Hope. Responsible for the leadership, administration, and operation of the Port Hope Police Service.

Responsibilities:

- Implement and support the strategic direction of the Board as set out in the Business Plan and Board policies

- Provide exemplary management across all policing operations and administration of the Service
- Provide leadership and mentoring to staff at all levels, manage human resources issues with care
- Maintain good relations with the Associations, assist the Board and Associations in collective bargaining and ongoing contract implementation and interpretation
- Meet all reporting requirements as set out by the Board and the Ministry of the Solicitor General
- Provide financial oversight, oversee the annual budget, and manage risk
- Stay current on existing and new government policies issued through the Ministry of the Solicitor General
- Consult with and maintain good relationships with community partners, develop and promote community focused service initiatives
- Maintain excellent public relations
- Participate in public events and public speaking engagements when required

Qualifications

- Post-secondary certificate, diploma, or degree in a related discipline or equivalent based on experience. Knowledge of all relevant legislation and the legal framework for municipal policing in Ontario
- A proven history of productive relationship building both in-house and with community stakeholders
- Experience in a senior management capacity within a police service, where sound financial management, along with exemplary operational and administrative skills, have been demonstrated

The Port Hope Police Services Board offers a competitive salary and benefits package.

To apply to this position, submit your application to Rubicon Recruiting at rdh@rubiconrecruiting.ca.

For more information:

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