



CHIEF OF POLICE

CITY OF CAMROSE

An opportunity exists to join the City of Camrose as its Chief of Police. The City of Camrose is an attractive and vibrant regional center of 20,000+ people, situated in east-central Alberta. The Police Service consists of 31 sworn members and 32 full-time civilian staff, in addition to casual staff that take pride in the quality of policing services provided to the Community. Since 1993 the Police Service has been an accredited Police agency with CALEA, meeting some of the highest professional policing standards in North America.

POSITION PROFILE

Chief of Police, City of Camrose – Camrose, Alberta

POSITION SUMMARY:

Reporting to the Camrose Police Commission, the Chief of Police is responsible for leadership of the Police Service, collaboration with the Police Commission and with senior staff in strategic planning and the continuation of the strong community based policing model. The ideal candidate possesses a proactive, cooperative and engaging management style and is fully conversant with all aspects of the Police Act and Human Rights legislation.

MINIMUM QUALIFICATIONS:

Education and Qualifications

- A Bachelor's degree in criminology, law enforcement, police science, public or business administration or an equivalent combination of education and experience.
- Extensive years of experience in a progressively responsible law enforcement role, including senior policing leadership and management experience, ideally in a civilian governance environment.
- Successful completion of the Executive Development Program from the Canadian Police College is preferred.
- Consideration will be given to other combinations of education and experience.

Key Competencies

- A history of progressive thinking and creative innovation.
- Considerable law enforcement experience including responsibility for budget preparation, financial planning and resource allocation at the command level or higher.
- Change management experience, such as a demonstrated history of managing cultural and operational changes.
- Comfortable delegating responsibility to others, yet maintaining accountability for the overall performance of the Police Service.
- Demonstrated ability to develop effective relationships, maintain trust and elicit respect with the community, Commission, Council and staff.
- Proven leadership and teambuilding skills, specifically in setting professional standards and strategic planning.
- Visionary, insightful and strategic thinker, able to understand and identify issues that will impact the community and the Police Service.
- Strong and effective communication skills, both oral and written.

- Influential presence that goes beyond managerial presence.
- Comfortable leading and conversing with a diverse team of staff.
- Willingness to listen and communicate with all personnel.
- Technical skills, knowledge of the requirements of personnel and the Police Service.
- Open to new concepts of social media and embracing the change and culture of society.

The Chief is accountable to the Police Commission for:

- The operation of the Police Service.
- The manner in which he/she carries out their responsibilities under section 41(1) of the Alberta Police Act which describes the duties of the Chief of Police, specifically;
 - the preservation and maintenance of the public peace and the prevention of crime within the municipality;
 - the maintenance of discipline and the performance of duty within the Police Service, subject to the regulations governing the discipline and the performance of duty of police officers;
 - the day to day administration of the Police Service;
- and CALEA 12.1.1
 - the application of professional police procedures;
 - the planning and research function of the Police Service.
- The administration of the finances and operations of the Police Service in keeping with the yearly plan; prepare and present the annual budget to the Police Commission and supervise the administration of the approved budget.
- The reporting to the Commission of any information concerning the activities of the Police Service that the Commission may request, other than information concerning individual investigations or intelligence files.
- The reporting to the Commission of any complaints made against the Police Service or its members and the manner in which the complaint is resolved.
- The implementation of an employment equity plan in compliance with accreditation standards.

Specific Responsibilities

- Set the direction for and evaluate the implementation of change management and sustainability.
- Maintain a commitment to delivering the highest level of Police Service to the citizens of Camrose.
- Perform a variety of complex administrative, supervisory and professional work in planning, coordinating and directing the activities of the Police Department.
- Develop and maintain effective working relationships with staff, managers, the public and other stakeholders including elected officials, senior administrators from all three levels of government, the legal community, police unions and the media.
- Develop departmental policies in accordance with City Council guidelines.
- Handle grievances; maintain departmental conduct and general behavior of department personnel.
- Hire, supervise, evaluate and discipline department personnel.
- Organize and conduct training of officers.
- Preparation of required reports and reporting forms.
- Direct all police activities including patrols, complaint intakes and investigations. Maintain accurate records on all police investigations.
- Create and maintain an atmosphere that is conducive for personnel to be innovative in the provision of services for purposes of increasing efficiency and effectiveness.
- Seek opportunities for personal growth and professional development.
- Promote a culture of continuous learning and ensure that all staff participate in the required training programs.
- Lead the development of crime prevention programs.

- Attend meetings and participate in committees, task forces and associations representing the Police Department on various issues and the concerns related to all department operations.
- Provide assistance to neighboring governments per mutual aid agreements.
- Report on departmental activities to the Police Commission as requested.
- Other duties, as assigned.

CONDITIONS OF EMPLOYMENT:

- Satisfactory Police Information Check and Driver's Abstract.
- Intrinsically motivated to become an integrated and active resident of the City of Camrose.
- Hours of work are conducive and accountable to the needs of the Police Service.
- Regular interaction with all facets of the community.
- Participate in an enhanced security clearance.
- Ability to perform duties conducive to the needs of the Service and community.
- Capable of interacting positively with a diverse population.

Salary for this position will be commensurate with experience.

HOW TO APPLY:

All qualified candidates are encouraged to submit a cover letter and resume in confidence by mail or email to:

Camrose Police Commission
Chief of Police Selection Committee
5204 – 50 Avenue
Camrose, AB T4V 0S8

Email: hr@camrose.ca

Application deadline: **Friday, February 27th , 2026 at 4:00 p.m.**

We thank all applicants for their interest, however, only those under consideration will be contacted.

For more information about the City of Camrose, visit our website at www.camrose.ca