



**Lac La Biche County**  
welcoming by nature.

## **SUMMER EMPLOYMENT OPPORTUNITY** **LAC LA BICHE COUNTY**

### **Community Street Ambassador**

The Community Street Ambassador acts in the role of promoting Lac La Biche County to persons who are at large scale community events and within the downtown cores. Primarily the position will provide a focus to the Hamlet of Lac La Biche by conducting regular proactive walks of the downtown area. The Ambassador will engage both visitors and residents and provide local tourist information, directions and serve as a reporting mechanism to the Enforcement Services Department regarding complaints, issues pertaining to loitering, public intoxication and overall ensuring that the community is safer. The Ambassador will also work on providing Crime Prevention recommendations and feedback for business owners, event planners and the Municipality.

#### **Responsibilities:**

- Maintain positive public relations. Develop, plan and implement community safety, education, and visitor information through consultation with Enforcement Services Department staff, Lac La Biche County Economic Development Coordinator and Lac La Biche County Communication Department.
- Conduct high visibility patrols during large-scale community events with the primary function of providing tourist information to attendees and reporting issues that require Peace Officer attendance.
- Conduct high visibility patrols with the hamlet of Lac La Biche to provide visitors and residents with information, directions, and answer questions and to report issues that require Peace Officer attendance.
- Work closely with Enforcement Services Officers by providing witness reports and statements regarding illegal activity and report this to Officers when observed.
- Maintain a positive relation with business owners and staff regarding information that is of interest to tourists and visitors of the downtown core.
- Maintain a positive relation and share information with the Lac La Biche County Economic Development Coordinator.
- Work with Parks and Open Spaces staff to assist with identifying untidy areas that require cleaning and attention with in the downtown core.
- Maintain a daily log of citizen interactions, issues observed, and Crime Prevention recommendations.
- Work with Enforcement Services Officers by providing written documentation and Investigational Files for incidents that require Peace Officer or Police attendance.
- Effectively communicate and engage persons of the public, persons of interest, law enforcement officers and youth.
- Maintain a high level of appearance to provide a positive, professional and corporate image of Lac La Biche County.
- Carry out safe work practices and adhere to safety and other work related regulations; report unsafe and/or insecure situations that may arise.

## **Qualifications:**

- Currently enrolled in a law enforcement, Criminal Justice, Sociology, Social Work type program at a post-secondary institution.
- Valid first aid certification for duration of employment or willing to obtain prior to commencing employment.
- Computer proficiency in Microsoft Office Suite.
- Knowledge of law enforcement reporting writing.
- Understanding of Google maps and proprietary mapping software.
- Knowledge pertaining to common trends in Crime Prevention through Environmental Design.
- The ability to work under minimal supervision in administering, directing, and resolving issues
- Possess excellent public relation and conflict management skills
- Excellent written and verbal communication skills
- Excellent planning and time management skills.
- Must be able to work well independently and as part of a team
- Experience or related training pertaining to using radio communication with law enforcement is an asset
- Successful candidates will be required to provide a criminal records check including vulnerable sector, child welfare intervention check and a driver's abstract.

Tentative employment for these positions will be from May until completion of season.

## **Preference**

Preference will be given to qualified Lac La Biche County residents.

## **Salary range: Salary Under Review**

- Competition number: **SS01-CSA-19**
- Closing Date: **February 24, 2019**. Applications received after **February 24, 2019** will be considered after the preliminary round of hiring has taken place and only if a second round of interviews is required.

Interested candidates are invited to forward their resume in strict confidence to:

Attention Human Resources

Lac La Biche County

Box 1679, Lac La Biche, AB T0A 2C0

Fax: 1-888-421-2533 Email: [hr@laclabichedcounty.com](mailto:hr@laclabichedcounty.com)

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