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# VANCOUVER POLICE DEPARTMENT POSITION PROFILE

Rank:

**Police Constable** 

Section/Unit:

**Neighbourhood Police Team** 

Summary:

Co-ordinates community policing activities for an assigned geographic area that may or may not include

a CPC providing assistance to communities in addressing police related problems.

### **FUNCTIONS**

Community Resource Management Takes part and assists in the co-ordination of community events. Involves self in site preparation, event co-ordination, staffing, scheduling, training and other position-associated duties.

Response

Responds to calls for service of a varying nature including criminal activity maintenance of the peace, informational and public relations. The response may derive from a number of sources including radio dispatch, supervisory direction, citizen requests and personal initiative.

Referral

Performs an impartial mediation function in situations of a varying nature including civil disputes, family trouble, nuisance complaints and medical concerns. Refers the citizen to an appropriate resource for assistance for all the aforementioned situations.

**Prevention** 

Performs crime prevention activities, including advice to citizens on crime prevention initiatives on a one-to-one basis or in a group setting. Conducts field interviews involving suspicious persons and vehicles. Provides special attention to potential crime targets and provides information to specialized squads for targeting. Utilizes Problem-Oriented Policing technique to prevent criminal activity. Maintains a high visibility police presence by walking the beat and conducting routine vehicle patrol. Prevents breaches of the peace.

**Public Education** 

Provides education to public during routine contacts and in a formal setting. The subject of public education may included traffic problems, crime prevention, safety issues, nuisances, disaster planning and substance abuse.

**Crime Solving** 

Performs activities relating to the investigation of criminal activities and the identification and apprehension of criminals both in the capacity of a primary and follow up investigator. Involves the gathering and processing of evidence and the preparation and presentation of this evidence for court. Documents investigative activities through the completion of formalized reports and notebook entries.

**Law Enforcement** 

Enforces breaches of statute and common law including Criminal Code offences, provincial statues, traffic violations, bylaws and other federal and provincial statutes. Includes the apprehension of criminals and violators, which may involve the use of appropriate levels of force. Serves processes on offenders and prepares the appropriate documentation to the courts, department, and/or related agencies.

Problem Oriented Policing

Participates in the community based policing model by acting as community team leader in identifying problems that damage the quality of life, then works through the community as a whole to find and apply solutions to those problems. Utilizes the formal problem solving process.

#### CORE COMPETENCIES

Coaching

Providing instruction, guidance, advice and encouragement to help employees improve their job performance. **Performance Planning & Review** (Seeks improved individual and organizational performance and results): Manages own performance based on external feedback and self-assessment. **Mentoring** Helps others learn by setting a positive example.

#### **CORE COMPETENCIES**

Communication

Clearly communicates orally and in writing. Communicates clearly, concisely and logically. **Oral Communication**: Communicates clearly, concisely and logically. **Written** 

Communication: Writes in a complete, clear and concise manner.

**Community Focus** 

Commitment to a community-based policing model that looks beyond immediate issues and searches for realistic longer term answers to complex community issues. **Public Participation** (Incorporates public input and feedback) Provides a street police officer's perspective in community planning. Identifies problems in area. **Community Policing**: (Identifying and solving underlying community problems) Responds to citizens with sensitivity in needs of different cultural and special needs groups. **Customer Focus**: (Develops organizational actions, values & services that focus on customer needs.) Gives complainants, victims and other citizens best effort to ensure customer satisfaction.

Resource Management

Works effectively and efficiently within financial, human and physical resources. **Work Management** (Manages multiple tasks and priorities for maximum personal and organizational success.) Uses time and resources productively to complete investigations or projects that are complete, within diary dates and meet the require standard. **Financial Planning** (Plans for the financial well being of the organization) Understand basic budgetary restraints placed on the team and the organization.

Leadership

Influencing, with integrity, others toward a desired direction to achieve the organizations mission goals, and fostering organizational values. **Goal Achievement** (Motivates and influences people toward the achievement of goals.) Has a clear sense of work/career goals. **Fostering Values** (Demonstrates and promotes organizational values of the department) Treats everyone fairly and with respect and dignity to maintain a positive working environment. **Planned Change** (Facilitates planned organizational change) Supports planned organizational change by providing input in a constructive fashion.

Problem Solving & Decision Making

Analyzing and developing appropriate solutions to problems evaluating a course of actions reaching logical decisions. **Problem Solving**: Identifies problems, conducts background research, and provides recommendations. **Decision-Making**: Quickly draws conclusions based on available information and initiates action promptly.

#### POSITION SPECIFIC COMPETENCIES

Position Specific Knowledge Demonstrates a practical understanding of the role of Community Policing Centres in addressing community and VPD concerns. Demonstrates an ability to co-ordinate and utilize multiple agencies in the delivery of police and other community services (NIST oriented). Displays an ability to perform patrol duties when required or assigned.

interpersonal Skills, Sensitivity & Tolerance Maintains composure and performance while interacting with individuals of different backgrounds, personalities, attitudes, opinions and values. Shows sensitivity, compassion and sincerity to victims and witnesses of crimes.

**Use of Force** 

Demonstrates understanding of the use of force continuum as outlined in the VPD force options program and the Criminal Code. Has the physical and mental ability to carry out duties relating to use of force as required by various statutes, the police mandate and departmental policy. Has met the departmental standards for the use of force options.

# QUALIFICATIONS/REQUIREMENTS

Experience: Type and Length Experience: Type and Length

5 - 8 Years

3 Years

## QUALIFICATIONS/REQUIREMENTS

**Education:** 

**Education:** 

Some Post Secondary

Some Post Secondary

Training:

Training:

VPD/EEO Diversity Course

**NIST** 

Building Effective Teams Bike Patrol Training

**Qualifications (Licences, Certificates, etc.):** 

Qualifications (Licences, Certificates, etc.):

Use of Force

Other:

Other:

