



## **EMPLOYMENT OPPORTUNITY**

### **Public Safety Manager**

The District of Carleton North was created through the Province's Municipal Reform and is effective January 1, 2023. It includes the same areas that form the Carleton North high school catchment, and that has brought the communities together for the past 45 years. Just like Carleton North High School, the new District of Carleton North will serve and support this entire region on local government matters.

The Public Safety Manager will collaborate with local government officials, emergency responders, law enforcement agencies, and community organizations to develop and implement forward-thinking policies and initiatives. These efforts aim to enhance public safety, improve emergency preparedness and response, and uphold the integrity of municipal regulations. The Public Safety Manager will also be responsible for fostering strong relationships within the community, ensuring transparency and trust between public safety entities and the residents they serve.

#### **Main Duties:**

- Assist the CAO and Council on advancing our police initiative on community-based policing
- Interact directly with our current police service provider (RCMP)
- Work with the CAO and the Fire Chiefs on identifying and implementing improvements within the DCN Fire Service
- Monitor the District of Carleton North EMO Plan
- Work with the Province on advancing community emergency centers (Cooling / warming)
- Monitor & enforce animal control measures for the District of North
- Develop, monitor & enforce ALL District of Carleton North By-Laws
- Develop new strategies on solid waste collection and disposal

#### **Qualifications:**

- High School graduation supplemented by post-secondary education in a relevant discipline;
- 2-3 years supervisory experience in administration or related department;
- Specialized training or certification in public safety, emergency management, or related areas is advantageous.
- Criminal record check
- Valid, Class 5 NB Driver's License
- Demonstrated proficiency in using Microsoft Office programs, PowerPoint, SharePoint;
- An equivalent combination of education and experience may be considered.

The complete job description can be seen at [www.carletonnorth.com](http://www.carletonnorth.com) under the heading Job Opportunities.

**Please include a cover letter with your resume. Application deadline is September 23<sup>rd</sup>, 2024. Only those selected for an interview will be contacted.**

Resumes may be e-mailed to [amy.mcintosh@carletonnorth.com](mailto:amy.mcintosh@carletonnorth.com).