



JOB DESCRIPTION

POSITION TITLE: **DEPUTY CHIEF OF POLICE**

BRANCH: **EXECUTIVE BRANCH**

SUPERVISOR/UNIT LEADER/MANAGER TITLE: **CHIEF OF POLICE**

HOURS OF WORK: **WILL VARY AS REQUIRED**

DATE: **AUGUST 2023**



1. PRIMARY FUNCTION/PURPOSE

Under the direction of the Chief of Police, the Deputy Chief is accountable for the effective and efficient deployment, support and leadership of assigned DRPS resources. This will include providing guidance, mentorship and strategic direction to senior level staff, building and maintaining productive relationships with all stakeholders and ensuring the DRPS meets the Police Services Board's priorities and objectives. The Deputy Chief plays a key role in the development and implementation of modern, community-centric policing strategies based on planning, partnerships, analysis and performance measurement principles, and enhances trust and accountability to the community for the achievement of results.

2. MAJOR ACTIVITIES

A: Community Safety

- Provide effective leadership to assigned resources, resulting in:
 - Achieving of the objectives set out in the Strategic Plan.
 - Increasing community confidence and trust in their safety and in police services.
 - Enhancing partnerships to promote an integrated approach to improving community safety outcomes.
 - Facilitating efficient and effective deployment of operational resources in accordance with strategic priorities and objectives
 - Driving strategic planning initiatives to ensure operational needs, current and future, are properly identified and supported by operational and operational support units.
 - Decision-making that is informed and evidence-based, supported by thorough data analysis
 - Directly interacting with local officials, members of the community and community groups across the Region to understand community perspectives and concerns, and subsequently addressing them.
 - Proactively providing transparent, accurate and relevant reports and other information to the Police Services Board and community stakeholders.

B: Organizational Development

- Develop an organization that is trusted, forward-looking and accountable by:
 - Emphasizing continuous improvement and the importance of value in the delivery of all police services.
 - Communicating the Service's priorities and decisions to enhance accountability and transparency



- Demonstrating visible, collaborative leadership to the membership internally and to community stakeholders externally
- Identifying and nurturing an abundance of leadership potential throughout the DRPS in anticipation of future leadership roles and requirements.
- Identifying current and future technological, capital and infrastructure needs, and building and supporting the systems and resources to ensure these needs can be met.
- Coaching, mentoring and providing advice to managers on future management and leadership decisions.

C: Diversity, Equity and Inclusion

- Embrace the importance of diversity, equity and inclusion and lead the integration of these principles into the DRPS by:
 - Creating a welcoming environment that encourages and welcomes diverse ideas and people.
 - Promoting and developing program and service delivery that reflects the diversity of the community, and demonstrates a commitment to equity and inclusion.
 - Educating members and the public on the importance of, and need for, an organization that is better able to meet the needs of the community by reflecting the community we serve.
 - Addressing the existence of any systemic barriers that may exist that affect the delivery of equitable policing and a healthy workplace.

D: Planning and Financial and Human Resources Management

- Meet the strategic and financial planning requirements of the Service for the assigned areas of responsibility by:
 - Making a marked contribution to the business planning and budget processes.
 - Ensuring rigorous accountability for financial activities and the reporting thereof and for establishing clear performance expectations of senior leaders, monitoring and evaluating performance and supporting exceptional achievement.



E: Employee Relations

- Foster a strong positive relationship throughout all levels of the organization by:
 - Creating an environment that generates inclusive dialogue within the Service when dealing with employee issues and concerns.
 - Supporting and promoting all aspects of member health and wellbeing
 - Resolving conflict with fairness and empathy in an atmosphere of progress and reconciliation, while ensuring appropriate actions are taken to hold members accountable when performance and behavior does not align with organizational and community expectations.
 - Assisting the Chief of Police to enhance and maintain a relationship of mutual respect and open communication with the Durham Regional Police Association and the Senior Officers' Association.

F: Other

- Fill the role of the Chief of Police as and when required.

3. REQUIRED QUALIFICATIONS

A: Education and Specific Qualifications:

- Minimum post-secondary education and/or equivalent combination of training and experience.
- Must be a sworn police officer.

B: Relevant Experience

- Minimum (15) years experience in a police environment.
- Extensive management and leadership experience in a police environment.
- Experience in the development of collaborative approaches and working with diverse groups to enhance community safety.

C: Skills and Abilities

- Excellent interpersonal and professional leadership skills to motivate, engage and inspire the membership and the community, while upholding the highest standards of integrity and ethical behavior.
- Outstanding communication skills: oral, written, and listening.
- Demonstrated commitment and achievement in the areas of diversity, equity, and inclusion through modeling and continuous development; a sound understanding of systemic issues as they relate to marginalized and under-represented communities and strategies to overcome systemic barriers.



- Political acumen and awareness to nurture effective relationships with local elected representatives
- Superior interpersonal skills to motivate, engage and inspire staff.
- Demonstrated ability to chart and articulate a vision and take a leadership role in meeting the vision.
- Demonstrated ability to collaborate within the command team and externally with stakeholders.
- Exceptional coaching and staff development skills.
- Strong business acumen.
- Comprehensive strategic thinking and planning skills.
- Demonstrated ability to exercise exceptional judgment.
- Ability to work effectively with a Board in achieving organizational goals and meeting Board policies.
- Ability to translate governance objectives and priorities into positive results.

D: Knowledge

- Excellent knowledge of current policing issues, initiatives and challenges.
- Thorough understanding of relevant federal and provincial legislation, policies and programs influencing the delivery of municipal police services.
- Awareness and understanding of how technology supports modern service delivery and enhances community safety
- Understanding of Durham Region and local issues affecting policing and community safety.
- Superior knowledge of effective management and leadership principles and practices.
- Excellent understanding of diversity, equity and inclusion and its importance within a policing context.