The Regional Municipality of York Police Service Board

To Make a Difference in Our Community

17250 Yonge Street, Newmarket,
Ontario, Canada L3Y 6Z1
Tel: 1-866-876-5423 ext. 3000
psb@yrp.ca • yrpsb.ca

JOB DESCRIPTION

TITLE: Board Member, York Regional Police Service Board

TERM: As per appointment by municipality or public appointments secretariat

REMUNERATION: $11,335.00 annual stipend *(*determined and paid by the municipality)*

Are you a resident of York Region?
Would you like to help shape the future of community safety in York Region?
Are you a strong collaborator and critical thinker with an eye for detail?
If the answer is yes this might be the role for you!

Members of the Police Service Board contribute to the community's overall safety and well-being by working with citizens and civic organizations to ensure YRP delivers adequate and effective policing, establishing the police services objectives and priorities, and participating in the selection and performance evaluation of the chief of police.

If this sounds like the role for you, please visit the Board's website on more information about applying for the position.

BOARD

Under Ontario's *Community Safety and Policing Act, 2019*, ("Act") the York Regional Police Service Board (the "Board") is the employer and provider of police services in York Region. The Board is legally responsible for the provision of adequate and effective policing in York Region in accordance with the needs of the population and having regard for the diversity of the community it serves.

The Board represents the public interest providing civilian oversight and governance of the York Regional Police, its organizational performance and activities in the course of delivering police services to the community.

ELIGIBILITY

- Must be resident in York Region
- Must be at least 18 years of age
- Must undergo a comprehensive criminal record check

In accordance with section 33(4) of the *Community Safety and Policing Act*, 2019 the following persons are not eligible to be a member of the Board:

1. A judge or justice of the peace.
2. Any person who practises criminal law as a defence counsel or as a prosecutor.
3. A director, officer or employee of a prescribed policing provider.
4. Any other prescribed persons as set out in regulations under the Act.
5. A member of a police service, a special constable or a First Nation Officer.
6. A former member of a police service, unless at least one year has passed since the individual has ceased to be a member of any police service.

TIME COMMITMENT

Board Members are expected to commit at least 35 hours a month to Board matters including the review of all agenda items, documents and other preparatory materials for meetings and working sessions.

Board and committee meetings usually occur during the day and certain special events may take place in the evening.

The time commitment required will vary for each Board member depending on the individual level of participation, the committees they serve on, and how busy those committees are. Meetings may be in-person, virtual or hybrid.

A Board member attends an average of 3 to 7 meetings/events per month, some of which are optional.

During the appointment term Board Members are required to attend:

- Board meetings scheduled every month in accordance with the schedule posted on its website at www.yrpsb.ca (3 – 6 hrs. per meeting)
- Special meetings of the Board, as they occur (2 – 4 hrs. per meeting)
- meetings of the Board's working and advisory committees (1 – 3 hrs. per committee)
- Full day Board workshops, twice a year (6 hrs.)
- Special events, such as recruit graduation and swearing-in ceremonies, Board association functions and other special police events. (2 – 5 hrs. per event)
- Other meetings related to the Board's legislative mandate (1 – 4 hrs. per meeting)

TRAINING REQUIREMENTS

Board Members are required to fulfill the following training requirements:

- Successfully complete all mandatory training required by the Ministry of the Solicitor General.
- Board member orientation and AODA training as facilitated through the Board Office.

- Annually complete 12 hours of continuing education related to police governance as identified and facilitated through the Board Office.
- Attend one police governance conference and one police governance seminar within the first year of their term.

RESPONSIBILITIES

In accordance with the *Community Safety and Policing Act,* its regulations, as well as other duties assigned to the Board under this or any other act, Board Members responsibilities include but are not limited to:

(a) Ensuring that adequate and effective policing is provided for York Region

(b) Employ members of the police service

(c) Appoint members of the police service as police officers

(d) Establish policies for the provision of policing and administration of the police service;

(e) Annually prepare and submit the budget to the municipality

(f) Prepare and adopt a strategic plan for the provision of policing;

(g) Prepare and adopt a diversity plan to ensure that the members of the police service reflect the diversity of York Region

(h) Recruit and appoint the chief of police and any deputy chief of police, and determine their remuneration and working conditions, taking their submissions into account;

(i) monitor the chief of police's performance and annually review such performance;

(j) Bargain in good faith with the police association.

(k) Elect a chair at the first meeting in each year; and a vice chair

(l) Complying with O. Reg. 408/23 Code of Conduct for Police Service Board Members

EXPERIENCE

Experience in one or more of the following fields:

- Community outreach / leadership or significant involvement in the volunteer and not-for-profit sector)
- Public sector governance
- human resources / labour relations /conflict resolution
- strategic planning /business management

- communications
- information technology
- legal/ risk management / audit
- finance / budget
- policy making

KNOWLEDGE AND ABILITIES:

- Strong oral and written communication skills in English
- Strong analytical, and decision-making skills
- An understanding of York Region's socio-economic, cultural and geographical diversity
- An understanding of public safety or law enforcement issues and the social determinants of community health and safety
- Awareness or understanding of the functions of a public sector governance body
- Awareness of the structures governing police services in Ontario
- Deliver services and decisions in a non-partisan, professional, equitable, ethical and competent manner with a commitment to the principles and values of public service.

Previous experience on other boards or committees will be considered an asset.

York Regional Police Service Board is an equity-centred employer, dedicated to creating a culture of inclusiveness that reflects the diverse residents that we serve. Members of equity-deserving groups (e.g., Indigenous, Black, racialized, women, 2SLGBTQI+ etc.) with the qualifications and experience noted in this job description are encouraged to apply.

York Regional Police Service Board is committed to creating an accessible organization, committed to providing barrier-free and accessible employment practices. Accommodation will be provided in all stages of the employment process.

All applicant submissions may be retained for six months after submission.