



# JOB POSTING

**Date:** May 24, 2022

**Competition:** #22-48

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**APPLICATIONS ARE INVITED FOR THE FOLLOWING:  
SESSIONAL INSTRUCTOR – POLICE ACADEMY**

<b>Position:</b>	<b>Sessional Instructor</b>
<b>Location:</b>	<b>New Westminster Campus</b>
<b>Division:</b>	<b>Police Academy</b>
<b>Reporting To:</b>	<b>Program Manager, Recruit &amp; Advanced Training</b>

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**Justice Institute of British Columbia:**

Justice Institute of British Columbia (JIBC) is Canada's leading public safety educator with a mission to develop dynamic justice and public safety professionals through its exceptional applied education, training, and research. JIBC offers internationally recognized education that leads to certificates, diplomas, bachelor's degrees, and graduate certificates; exceptional continuing education for work and career-related learning and development; and customized contract training to government agencies and private organizations worldwide. Each year, over 36,000 students study at one of JIBC's six campuses in B.C., through online education, and at locations in more than 150 BC communities, as well as sites across Canada and around the world. Our education contributes to safer communities and a more just society by providing professionals with the knowledge, skills, and abilities to excel at every stage of their careers and make a difference every day.

**Position Summary:**

The Justice and Public Safety Division at the Justice Institute of British Columbia invites applications for the position of Sessional Instructor within the Police Academy Recruit Training Program. Reporting to the Recruit Training Program Manager, Sessional Instructors are part of the instructional cadre working in conjunction with serving police officers seconded from various police agencies to deliver recruit training. Successful applicants will be based out of the New Westminster, BC campus and scheduled on an "as needed" basis to instruct recruit training.

**Primary Responsibilities:**

- Prepare and deliver instruction for the Police Academy Recruit Training Program and other enforcement officer training as required;
- Develop, maintain, and mark recruit training examinations;
- Observe, analyze, and give feedback to recruits regarding their performance;
- Organize, coordinate, and evaluate recruit simulations;
- Be a recruit mentor, which includes feedback and assistance with recruit training plan development, reviewing practical scenario debrief material and marking Applications for Advancement/Graduation documents;
- At times, work in and deliver instruction/mentoring using online formats;
- Communicate issues of concern regarding any recruit or recruit training to the Program Manager;
- During recruit training sessions, attend weekly instructor meetings.

### Qualifications & Requirements:

- Former serving police officer with recent police experience (within one year) from a BC municipal police agency;
- Self-motivated and able to work with minimal supervision;
- Exceptional leadership, interpersonal, and critical thinking skills;
- Recent supervisory experience in an operational setting, including coaching and mentoring of junior police officers;
- Strong administrative, organizational, and computer skills;
- Strong verbal and written communication;
- Varied operational, investigative, and administrative policing experience;
- Experience teaching other police officers, ideally with previous experience as an instructor and or assessor at the BC Police Academy within the last five years;
- Extensive Field Training Officer experience;
- Recent operational experience using PRIME;
- Completion of the JIBC Police Academy's Fundamentals of Police Instruction course or the equivalent or be prepared to complete this training if successful in the selection process.

### Additional Information:

The Police Academy seeks a broad cross-section of applicants representing the various municipal police agencies in BC. Sessional instructors should be available to work during peak training times identified in the training schedule when all recruits are on campus; and be open to various assignments, including classroom instruction, practical assessments, debriefings, and mentorship responsibilities. Successful applicants will be employed part-time for a maximum of five years.

**Peak recruit training times: January to March; May to July; September to November.**

### The selection process may consist of the following:

- Review of the submitted resume, cover letter and supporting documentation;
- Letter of support from the candidates' previous home police agency;
- The panel will establish a short list;
- Teaching demonstration;
- Panel interview;
- Reference checks.

**Posting Date:** May 24, 2022

**Closing Date:** Open until filled

Please submit an application package, which includes a *resume, covering letter, copies of academic and professional credentials, and names and contact information for three professional references* quoting Competition # 22-48 via email to: [hr@jibc.ca](mailto:hr@jibc.ca).

For more information about this position, please feel free to contact:

Inspector Jason High, BC Police Academy Program Director, Recruit and Advanced Training, at [jhigh@jibc.ca](mailto:jhigh@jibc.ca); or Staff Sergeant Carol Tarnowsky, BC Police Academy Program Manager, Recruit Training, at [ctarnowsky@jibc.ca](mailto:ctarnowsky@jibc.ca).

Justice Institute of British Columbia is an equal opportunity employer and is interested in broadening the diversity of its staff. We encourage applications from visible minorities, Indigenous people, and persons with disabilities.

