



OPPORTUNITY PROFILE

Chief Public & Protective Services Officer



ABOUT THE CITY OF GRANDE PRAIRIE

Home to endless skies and boundless opportunities, Grande Prairie is located in the heart of the Peace Region in Northwestern Alberta. The largest urban centre north of Alberta's capital, Grande Prairie is a thriving young city of over 69,000 with a median age of 32; a full 10 years younger than the national average. Whether it's parents pushing a stroller, children filling the Eastlink Centre, or families biking on one of the many trails, there are signs of youth everywhere you turn. Grande Prairie's youthfulness arises from the exciting opportunities that enabled population growth of over 73% between 2001 and 2021. More than 80 different cultural and ethnic groups contribute to the community, which not only serves as a hub for the surrounding area but also as the heart of a thriving regional population of almost 300,000 people.

Attracting businesses, jobs, and people is enabled by a well-balanced blend of agricultural industry, strategic location, and diverse wealth of natural resources including oil, natural gas, coal, and lumber. This diversity provides great opportunity for careers across a variety of industries. In addition, Alberta's newest Polytechnic institution (Northwestern Polytechnic) serves as the capstone for an outstanding local educational system that facilitates personal and career growth across a full range of opportunities.

The community offers an intriguing mix of mid-size city community and big city amenities that is often referred to as "urban without urban grind." There is endless possibility for residents to get involved and connected! For sport and recreation enthusiasts, there is a wide variety of parks and trails to explore across the city, as well as several state-of-the-art recreational facilities. An exciting and engaged arts and culture community is also very active in venues such as the Montrose Cultural Centre, the Centre for Creative Arts and the Grande Prairie Live Theatre and supported by a multitude of cultural and neighbourhood associations.

With something for everyone, Grande Prairie is the perfect place to thrive!

To learn more about the City of Grande Prairie, visit: cityofgp.com

THE OPPORTUNITY

The Chief Public & Protective Services Officer plays a pivotal role in the City's Corporate Leadership Team. This position blends expertise in community safety, recreation and community services while leveraging strong political acumen. These combined elements will define the Chief Public & Protective Services Officer's role and shape the responsibilities of this office within the City's organizational structure.

Reporting directly to the City Manager (CAO), the Chief Public & Protective Services Officer (CPPSO) is responsible for leading the Emergency Management, Events & Programming, Fire, Grande Prairie 911, Housing & Community Development and Recreation departments, which make up the Service Area.

In addition, the CPPSO is the liaison with the Police of Jurisdiction in the City of Grande Prairie, currently working with both the Royal Canadian Mounted Police and the new Grande Prairie Police Service (GPPS).

Lastly, the CPPSO acts as the Deputy Director of Emergency Management (DDEM) for the City of Grande Prairie. Provide direction and support to the Grande Prairie Regional Emergency Partnership (GPREP). GPREP is made up of five municipalities in Northwest Alberta (City of Grande Prairie, County of Grande Prairie and the Towns of Beaverlodge, Wembley and Sexsmith). Working with the GPREP Agency and Joint Emergency Management Committee, set goals, objectives and priorities for the regional emergency management function.

Key Roles & Responsibilities

We believe in our city and are looking for a broadly experienced leader to guide exceptional municipal protective and public services that ensure residents and visitors are welcome to enjoy the full spectrum of services within the City.

- As a member of the City's Corporate Leadership team, this role is responsible for ensuring the Council Strategic Plan comes to fruition, managing over \$33M and 550 staff. This role presents to Council through Council Meetings and the Council Community of the Whole, and represents the City on a number of Police Transition Committees.
- Managing the development and performance of talent within the Service Area, in line with corporate plans and priorities and establishing staff performance objectives to meet the needs of the Service Area, the City and the Community.
- Through the Manager of Emergency Management, and as the Deputy Director of Emergency Management (DDEM, supports local emergencies using available regional resources following the Incident Command System (ICS).
- Through the Director of Events & Programming, oversee all events and programming at municipally owned facilities. The Events & Programming Department is responsible for developing and supporting inclusive, engaging, and meaningful community experiences — from large-scale city-led celebrations to grassroots initiatives and seasonal activations, including partner-driven events and programs.
- Through the Fire Chief, ensure alignment with Council's goals and objectives and keep clear lines of communication with Fire Administration. The Fire Department consists of three branches: Fire Suppression, Fire Prevention and Training. The Grande Prairie Fire Department (GPFD) is dedicated to safeguarding residents of Grande Prairie by protecting life, property, and the environment. Through a comprehensive range of services, GPFD ensures a high level of safety and preparedness throughout the community.
- GPFD provides emergency and medical response services, swiftly addressing critical situations with expertise and care. Educational resources and programs inform and empower residents, promoting fire safety and prevention.
- Through the Director of Grande Prairie (GP) 911, which provides call answering and Fire Dispatch for the City itself, but also to many communities in Northwest Alberta. The Department is currently being restructured to provide police dispatch services to the new Grande Prairie Police Service (GPPS), expected to become police of jurisdiction in 2026. GP911 is presently undergoing a transformation to become an Integrated Emergency Communications Centre (IECC), resulting in answering police emergency and non-emergency calls significantly reduce call processing times, resulting in improved police response times to emergency calls for service.
- Through the Director of Recreation, oversee all indoor and outdoor recreation facilities with the municipality. The Recreation Department is responsible for the delivery of three core operational areas: Aquatic Operations, Ice Operations, and Dryland Operations across City-owned and operated facilities. Key facilities under the department's management include the Activity & Reception Centre, Montrose Cultural Centre, Eastlink Centre, Ernie Radbourne Pavilion, Aquatera Outdoor Pool, South

Bear Creek Pavilion, Design Works Centre, Bonnetts Energy Centre, Dave Barr Community Centre, and more.

- Through the Director of Housing & Community Development, provides direction and support for Family & Community Support Services (FCSS), housing and homeless programs and community development. This department leads the City's efforts to advance housing stability, homelessness response, social well-being, and inclusive community development. In addition to delivering internal programs, the department manages contracts with non-profit agencies providing FCSS-funded services and administers the local implementation of the federal Reaching Home program.

THE PERSON

Experience and Education

The ideal candidate will have significant proven leadership experience within a large complex organization supporting similar service areas (i.e. community services, fire, recreation and facilities). They will have undergraduate credentials in a relevant field, such as business, public administration or political science, with graduate credentials being preferred. It is strongly preferred that the candidate has relevant knowledge of legislation, current standards and policies as they relate to the operation of local government.

Skills and Qualifications

- Exemplary interpersonal skills to effectively interact with the vast array of staff in the departments and throughout the organization, individuals and representatives within the community, throughout the region in neighbouring municipal organizations, as well as provincial and federal government and First Nations / Metis representatives.
- Strong oral and written communication and conflict resolution/mediation skills, including the ability to communicate with honesty, sensitivity and diplomacy, maintain confidentiality and deal tactfully in an open and political environment; effective listener and collaborative leader.
- Successful track record in assessing needs, developing strategies and effectively addressing communications and government relations issues/requirements.
- Skilled in fostering and maintaining effective working relationships with diverse stakeholders within and outside the organization. Demonstrates appropriate confidence to earn credibility with Council while also earning the trust and confidence of associates at all organizational levels and throughout the Community.
- Proven ability to develop, execute and evaluate effective marketing and branding strategies.
- Ability to deal with confidential issues, including human resource issues, professionally and in accordance with City policy.
- Strong understanding of Labour Relations and managing union workforces, as the CPPSO has two different unions under their leadership, the International Association of Fire Fighters Local 2770 and Canadian Union of Public Employees Local 787.

COMPENSATION

A highly competitive compensation package will be provided, including an attractive base salary and excellent benefits. Further details will be discussed in a personal interview.

Express Your Enthusiasm

Leaders International values diversity, equity, and inclusion in all aspects of our operations. Candidates are invited to contact us directly with any accommodation requests.

To apply, please email your cover letter and resume (PDF or Word document only—preferably as one document) to **Ardyce Kouri** or **Deepthi Koshy** at apply@leadersinternational.com, indicating the job title in the subject line.

Leaders International Executive Search

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