



JOB DESCRIPTION

RCMP Guard

Department	RCMP	Reports To	Deputy Corporate Officer Municipal Employee Supervisor
Days of Work	Full-Time. Eight-day cycle consisting of two regular workdays, two shift workdays, and four days off.		

POSITION SUMMARY:

Under the Direction of the Deputy Corporate Officer, Municipal Employee Supervisor, or designate the RCMP Guard is responsible for the care and monitoring of prisoners within the cellblock. Full-Time guarding shifts consist of 4 x 12-hour shifts: 2 days, 2 nights, 4 off.

KEY DUTIES PERFORMED:

1. Completes forms and records required relating to prisoners' incarceration and release.
2. Conducts regular surveillance and monitoring of prisoners.
3. Arranges to meet prisoners' needs and privileges.
4. Maintains and cleans cellblock.
5. As required, assist with prisoner searches as required in conjunction with and under the supervision of an RCMP member.

REQUIRED KNOWLEDGE, ABILITIES & SKILLS:

1. Completion of Grade 12 education or equivalent combination of education and experience.
2. Compliance with and approval of Security/Reliability Clearance and Criminal Record Search.
3. Knowledge of policies & procedures manual for handling of prisoners.
4. Physical agility and ability to complete duties requiring physical effort.
5. Standard First Aid Training & CPR training in compliance with WorkSafe BC regulations.
6. The ability to perform all the duties outlined in a safe manner following established Facility Procedures, Occupational, Health & Safety Rules, Violence in the Workplace policies and WorkSafe BC Regulations, i.e. WHMIS, TDG

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS:

1. Previous custodial experience.

NOTE: The duties listed are not set forth for the purpose of limiting the assignment of work and are not to be construed as a complete list of the duties normally to be performed under a job title or those duties temporarily performed outside the normal line of work.