

CAREER ADVANCEMENT



SUPERINTENDENT

Reports to: Deputy Chief

Regional Superintendents manage the sheriff operations and services within a provincial region. They plan and manage financial and human resources initiatives, as well as plan and implement related policies and participate in long-range strategic planning for the service, as well as supervise ranks below them as appropriate to the region.

There are two other Superintendent positions, both within BCSS Central Programs. The Superintendent Integrated Threat Assessment Unit (ITAU) directs the ITAU program. The Superintendent of Provincial Programs directs a range of provincial programs including uniform/kit requirements, fugitive return program, court bailiff program, and firearms. In addition to provincial programs, they work with the communications team and act as the employer's representative in labour relations investigations.

SENIOR INSPECTOR

Reports to: Superintendent or Deputy Chief (for Senior Inspector Training and Recruitment)

Senior Inspectors are accountable for delivering administrative, operational, financial, resource, technical and systems services, and all sheriff services within the court location(s). They interpret and apply ministry priorities to contribute to development of regional vision and strategic plans. They ensure the safety, welfare, and security of justice system participants. They implement/monitor plans, assess service delivery, make recommendations on operational, policy and resource issues and consult on public, political, and media issues. They deploy and prioritize resources including security management, conduct and oversee threat assessment/risk management, supervise, and train staff, and manage human resource matters.

The Senior Inspector Training and Recruitment also operates within this rank and manages the organizations' training and recruitment programs.

INSPECTOR

Reports to: Superintendent

Inspectors are responsible for the delivery of sheriff services to a court location or specific site. They direct, deploy, and manage operational, technical, and administrative sheriff resources to meet court volume and security needs. They supervise the ranks below them as appropriate to the region and manage human resources issues.

They ensure the safety, welfare, and security of all participants of the court. They are responsible for making decisions about threat assessment and risk management relating to the operations of the court, the participants of the court, and the facilities.

Other positions at this rank include the Inspector of the Court Bailiff Program, Provincial Intelligence Analyst (ITAU) and Certified Threat Specialist (ITAU), which are all responsible for program management/execution.

STAFF SERGEANT

Reports to: Inspector or Superintendent (for smaller, independent courthouses)

Staff Sergeants provide overall supervision of staff below this rank as appropriate to the region. They also coordinate the security and safety activities of the court location and associated satellite/circuit court locations and provide services listed as in other descriptions below.

Other positions at this rank include the Provincial Training Officer and Staff Sergeant of Fleet Operations who are both responsible for conducting program business as directed by their supervisor.

SERGEANT

Reports to: Staff Sergeant or Inspector (for medium and large locations)

Sergeants supervise the rank below them (Deputy Sheriffs) and administer the same sheriff services as Deputy Sheriffs to all levels of court.

Other positions at this rank include Justice Institute of BC Sheriff Instructor, ITAU Senior Intelligence Officer and Quartermaster. These positions are responsible for conducting program business as directed by their supervisor.

DEPUTY SHERIFF

Reports to: Sergeant

Deputy Sheriffs maintain court and building security, and provide for the safety of the judiciary, staff, court officers, accused, jurors, and public. They ensure general order, control disturbances within the courthouse, act as the judges' liaison with counsel and other members of the court, manage jury members, serve court documents, execute court orders involving arrest, and provide services for coroners' inquests. They ensure the safe and secure operation of courthouse holding cells for staff and in-custodies and arrange for and transport accused/convicted persons in-custody.

There are other positions at this rank, but with ITAU: Protective Intelligence Officer, Open-Source Analyst, and Intelligence Case Manager.