

Position: **Reference Job # DS05**

Ministry: Attorney General

Working Title: **Senior Instructor – Defensive Tactics**

Branch: Court Services

Level: Range 21

Location: Kamloops

NOC Code: 6461

## PRIMARY FUNCTION

To provide Defensive Tactics/Level of Force instruction to Sheriff Services personnel and supervise instructors in the performance of field instruction assignments.

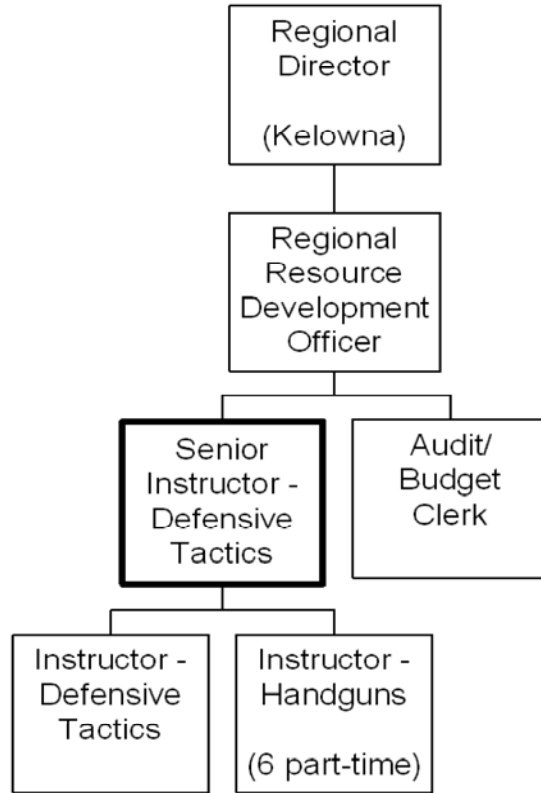
## JOB DUTIES AND TASKS

1. Instructs Defensive Tactics/Level of Force courses to Sheriff Services staff
  - a. creates and adapts lesson plans to meet requirements of clients and considering police safety system standards
  - b. teaches defensive tactics and use-of-force options including various restraint techniques
  - c. supervises all classroom activities to ensure the safety of participants and instructors
  - d. conducts open skills evaluations for participants
  - e. certifies participants who meet program standards and recommends additional training for staff members unable to reach competency
2. Supervises one defensive tactics instructor and six handgun instructors (up to 1 FTE)
  - a. recruits, selects, and trains field instructors
  - b. evaluates field instructors including discussing performance problems, providing advice for improvement, taking disciplinary action, and signing performance appraisals
  - c. monitors classes to ensure that course and learning objectives are met
  - d. recommends developmental training for field instructors
  - e. monitors safety practices and recommends and implements safety practices
  - f. analyzes and interprets new policy in respect to Defensive Training for Regional Resource and Development Officer or Regional Director
  - g. approves overtime claims of instructors
3. Administers the Regional Field Instruction program
  - a. maintains defensive tactics and handgun qualification and requalification records for Regional staff
  - b. plans, schedules, coordinates and records field training activities
  - c. orders and maintains equipment and advises on equipment replacement needs; secures items used in training such as pepper spray, hand guns, restraints and vests
  - d. forecasts training resource requirements
  - e. recommends program changes
4. Conducts Sheriff Officer Physical Abilities Tests to potential Sheriff Services recruits and as otherwise required

by Branch and Regional Policies.

5. Performs other duties

- a. participates in Branch committees relating to the evaluation and design of field training programs
- b. provides emergency back up to working level Deputy Sheriff functions.



FACTOR	REASON FOR CLASSIFICATION	DEGREE	POINTS
1	<p><b>JOB KNOWLEDGE</b></p> <p>Understand the principles of defensive tactics and use-of-force legislation to analyze, interpret and apply police safety system standards to create and adapt the Defensive Tactics Training/Level of Force lesson plans.</p>	G	250
2	<p><b>MENTAL DEMANDS</b></p> <p>Judgement to apply analysis and interpretation of use-of-force legislation to choose an approach using defensive tactics standards, techniques and equipment to train instructors and staff.</p>	E	150
3	<p><b>INTERPERSONAL COMMUNICATIONS SKILL</b></p> <p>Persuasion required to use basic counselling skills to appraise subordinate instructors, discuss performance problems and provide advice for improvement.</p>	D	45
4	<p><b>PHYSICAL COORDINATION AND DEXTERITY</b></p> <p>Significant coordination and dexterity required to apply and demonstrate various physical restraint techniques.</p>	D	22.5
5	<p><b>RESPONSIBILITY FOR WORK ASSIGNMENTS</b></p> <p>Guided by laws and policies related to the use of force and police safety systems standards to create and adapt lesson plans and provide course instruction.</p>	E	120
6	<p><b>RESPONSIBILITY FOR FINANCIAL RESOURCES</b></p> <p>Moderate financial responsibility to authorize overtime of instructors.</p>	D	22.5

<b>FACTOR</b>	<b>REASON FOR CLASSIFICATION</b>	<b>DEGREE</b>	<b>POINTS</b>
7	<b>RESPONSIBILITY FOR PHYSICAL ASSETS/INFORMATION</b> Moderate responsibility to secure physical assets such as pepper spray, hand guns, restraints and vests used in Defensive Tactics/Level of Force training.	C	15
8	<b>RESPONSIBILITY FOR HUMAN RESOURCES</b> Responsibility to supervise instructors, appraise employee performance and take disciplinary action (up to 1 FTE).	DD	19
9	<b>RESPONSIBILITY FOR WELL BEING/SAFETY OF OTHERS</b> Considerable care and attention to exercise caution to prevent accident or injury to others while conducting defensive tactics instruction.	E	40
10	<b>SENSORY EFFORT/MULTIPLE DEMANDS</b> Intense awareness of others to almost always observe classroom activities to ensure the safety of participants and instructors.	D	18
11	<b>PHYSICAL EFFORT</b> Relatively heavy physical effort to regularly demonstrate restraint techniques.	D	18
12	<b>SURROUNDINGS</b> Exposure to regular involvement with abusive, unpredictable, and potentially violent prisoners and persons in custody.	B	4
13	<b>HAZARDS</b> Moderate exposure to hazards from regular possibility of physical violence from inmates and persons in custody.	C	6

Total Points: 730

Level: Range 21