



OAPSB Executive Director

The Ontario Association of Police Services Board (OAPSB) is hiring an exceptional leader in police excellence.

About the OAPSB

Police Services Boards govern police within their jurisdictions primarily by establishing priorities, objectives, and policies for police services in their community; monitoring performance of their police service and its leaders.

The mission of the OAPSB is to equip Police Service Boards to govern effectively by providing advocacy, expertise, and training.

The OAPSB is the leading voice of police governance in Ontario. We serve our members and stakeholders, as well as the public, by helping local police services boards fulfill their legislated responsibilities by providing training and networking opportunities and facilitating the transfer of knowledge, advocating for improvements in public safety laws and regulations, practices, and funding mechanisms.

Our membership includes police services board members, police and law enforcement officials, and other persons involved in policing and public safety.

With the right candidate we are excited to continue monitoring the performance of police services in Ontario and bring forward our growing possibilities.

The Role

- Acts as the OAPSB's administrative head and collaborates with the Chair to provide overall leadership and direction for the organization in collaboration with the Board of Directors.
- Oversees design, delivery, and quality of programs and services
- Stays abreast of current trends related to the organization's services and anticipates future trends likely to have an impact on its work
- Identifies and evaluates with the Board the risks to the organization's people, finances and image and implements measures to control and mitigate risks
- Prepares and presents the annual operating budget for consideration by the Board
- Prudently manages the organization's resources within budget guidelines according to current laws; regulations; Constitution and By-Laws; and Policies and Procedures
- Ensures transparent financial management and reporting of the organization
- Builds, manages, and sustains the government relations portfolio on collaboration with the Board Chair
- Provides or ensures representation, leadership and support for political and strategic matters defined by the Board and membership
- Provides media support when required



- Supports work with external organizations, governments, and other agencies.

Accountability and Decision Making

This position reports to the Chair and Board of Directors and serves as the primary contact to the Chair of the Board of Directors. The successful candidate will oversee day-to-day operations of the organization and manage its compliance with legal regulatory requirements in accordance with the Constitution and By-Laws and Policies and procedures. In addition, the role ensures that all relevant and required items are brought to the Board in a strong and positive image and briefs them on the any internal and external events and market trends.

Collaboration is imperative in creating and maintaining the strategic plan for the organization to achieve the desired outcomes. Thorough and accurate information of the organizations financial position is also expected in a prompt manner. Frequent travel to conferences and association events is required.

Qualifications

The ideal candidate possesses the following:

- Considerable experience in a management/leadership position, with additional experience in government relations
- Proven administrative management experience
- Demonstrated political acumen and excellent relationship management and networking skills
- Solid understanding of board governance and related processes to support effective decision-making within a board environment and amongst the membership
- Proven ability to work in a collaborative leadership model that appropriately positions and supports the Chair and Board
- Proven ability to work within an active association environment while managing competing interests and priorities
- Understanding of, or the ability to understand and assess key legislation, such as the Community Safety and Policing Act
- Progressive understanding of issues in Ontario police labour relations, policing culture, and operations is an asset
- Understanding of and experience in media relations management
- Strategic thinker who can lead the board and facilitate the strategic operational review.
- Excellent administrative management skills, including financial and human resource management
- Excellent written and oral communication skills

Compensation:

- Salary to be determined based on experience
- Salary increases subject to annual performance reviews
- OMERS pension contributions based on annual salary in accordance with the OMERS pension plan
- Comprehensive healthcare benefit package with medical examination required for life and long-term disability benefits
- Mileage provided for use of personal vehicle during the employment term



Working Conditions:

- Monday to Friday with flexible hours/days of work to accommodate various meetings and events that may occur after hours and on weekends
- Frequent time devoted to lobbying government and meetings with stakeholders
- Occasional attendance at member association meetings through-out the province, as requested or required.

How to apply

If you wish to be considered for this position, please forward a cover letter along with your resume to: Oapsh@oapsh.ca. Your application and personal information will be kept in the strictest confidence. Closing time/date for applications is 17:00 on November 19, 2021.

We thank all applicants for their interest but only those selected for an interview will be contacted. OAPSB welcomes and encourages applications from people with disabilities and recognizes the importance of Equity, Diversity, and Inclusion. Reasonable accommodations are available for applicants with disabilities throughout the recruitment, selection, and assessment process. If you require an accommodation, we will work with you to meet your needs. Please let us know. Applicants need to make their needs known in advance.