



## CONSTANCE LAKE FIRST NATION

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# Employment Opportunity

Position	By-Law Enforcement Officer
Competition #	BEOF-06-2025
Salary Range	44,000 – 60,500
Location	Constance Lake First Nation
Posted	June 12, 2025
Closed	June 26, 2025 @ 4:00pm

## POSITION SUMMARY:

The By-Law Enforcement Officer is responsible for enforcing community by-laws, regulations, and policies as enacted by Chief and Council. The Officer plays a key role in promoting safety, compliance, and respect for the community's values, traditions, and legal framework. This position involves proactive education, enforcement activities, and collaboration with community members and external agencies to support a safe, healthy, and respectful environment for all residents.

## PREFERRED QUALIFICATIONS:

- Secondary school diploma preferred or post-secondary education or training in Law Enforcement, Police Foundations, or Justice Studies an asset
- Previous experience in by-law enforcement, law enforcement, or security (preferred)
- Knowledge of the Indian Act, First Nation by-laws, and relevant legislation
- Strong understanding of and respect for First Nation governance and culture
- Excellent communication, conflict resolution, and problem-solving skills
- Ability to remain calm under pressure and manage sensitive situations professionally
- Valid Class G Ontario driver's license and reliable vehicle
- Clear CPIC and Vulnerable Sector check
- Valid First Aid/CPR certification or willingness to obtain

## DUTIES AND RESPONSIBILITIES:

- Enforce community by-laws (e.g., animal control, property standards, traffic, noise, etc.)
- Conduct regular patrols, inspections, and respond to complaints
- Educate the community on by-law requirements and encourage voluntary compliance
- Issue warnings, notices, and fines as appropriate
- Maintain detailed records of enforcement activities
- Attend Chief and Council meetings as required
- Collaborate with internal departments and external enforcement partners (e.g., NAPS, OPP)
- Provide input into the development and revision of by-laws
- Prepare and submit reports for legal proceedings and attend court when required
- Support and participate in public education and awareness initiatives

**To apply:** Submit cover letter, resume, and three (3) recent employment references with permission to contact, quoting competition #**BEOF-06-2025** via:

Email: [resumes@clfn.on.ca](mailto:resumes@clfn.on.ca)

In person: 37 Wawaskashoo St. Constance Lake First Nation Band Office

***Only those selected for an interview will be contacted.***