



## EXTERNAL VACANCY

**DEPARTMENT:** PROTECTIVE SERVICES  
**POSITION:** ONE (1) PERMANENT PART TIME SECURITY GUARD  
**SITE:** NBRHC – NORTH BAY  
**SALARY:** \$28.74 (MIN) - \$35.92 (MAX)  
**HOURS:** DAYS, NIGHTS, EVENINGS AND WEEKEND

### ABOUT THE POSITION

The Protective Services Security Guard is responsible to provide support and assistance to NBRHC. The Protective Services Security Guards primary function is ensure the safety, security and welfare of all members of the Hospital community members (Detect-Deter-Observe-report) and safeguarding of Hospital property being by uniformed, high visibility presence.

#### **Responsibilities include but are not limited to:**

- Responding to all requests for Security, Emergency codes and Medical Emergencies in the Hospital public areas and grounds
- Provide Community relations/Ambassador service to members of the general public
- Performing proactive environmental patrols and alarm Response
- Liaising with frontline staff to improve service delivery to meet specific needs
- Comply with established policies, procedures, Standard Operating Procedures, Post Order, etc.
- Assessing problem situations and initiating effective interventions through collaboration with team members, the Protective Services Lead's, Facilities Supervisor – Protective Services, internal and/or external partners.
- Gathering and recording evidence for possible investigations and ensure evidence/contraband is properly secured
- By-law and policy enforcement
- Facility monitoring via Video Management System and Access Control systems
- Driving NBRHC Fleet Vehicles as required to perform duties

#### **QUALIFICATIONS**

- Diploma/Degree in Law & Security, Police Foundations, Corrections, Community Justice or Protection, Security and Investigation diploma
- Ontario Security License (Ministry of Community and Correctional Services Certification for Security Guard). As regulated by the PSISA (Private Security & Investigative Services Act)  
Comprehensive understanding of:
  - The Criminal Code of Canada.
  - Private Security and Investigative Services Act
  - Personal Health information Protection Act
  - Mental Health Act
  - Patient Restraint Minimization Act
  - Evidence Act
  - Child and Family Services Act
- Current First-aid/CPR Certification
- Current Non-Violent Crisis Intervention (NVCI) Certificate required (training delivered by Health Centre upon hire)
- 2 years recent related experience within a health care environment
- Valid G class drivers licence & Clear driver's abstract

#### **Additional Certificates (Assets):**

- Basic Emergency Management (BEM)
- Incident Management Systems (IMS) Levels100
- Certification in Resistance Management/Use of Force
- CBRNE First Receiver Certification

#### **Additional Qualifications:**

- Demonstrated understanding of applicable rules, laws/by-laws and/or regulations
- Knowledge of: Personal Healthcare Information Protection Act (PHIPA), Public Hospitals Act, and Freedom of Information Protection Act
- Demonstrated awareness and commitment to safety
- Committed to growth and development of self and department
- Ability to make rapid decisions while exercising good judgment.
- Ability to react and lead in crisis and emergencies using effective strategies with resources for response
- Ability to work independent and as a team
- Excellent communication skills both verbal and written
- Strong customer service commitment
- Effective conflict resolution and management skills
- Bilingualism (Advanced Level English/French) is required. **All unilingual candidates are encouraged to apply and may be considered if the identified French requirement has been met or there are no successful bilingual candidates. A formal French test will be conducted to evaluate the proficiency level.**

Criminal Reference Check including the Vulnerable Sector Check recent within six (6) months is a requirement

**Interested candidates are asked to submit their cover letter and resume to:**

[careers@nbrhc.on.ca](mailto:careers@nbrhc.on.ca) quoting file **NU C-24-008**

**The posting will remain open until the positions are filled.**

Please note these postings are subject to change without notice. An acknowledgement will be sent only to those candidates who will be interviewed.

#### **THE ORGANIZATION**

North Bay Regional Health Centre (NBRHC) is a unique health care organization with three primary roles: providing acute care services to North Bay and its surrounding communities, functioning as the district referral centre providing specialist services for smaller communities in the area, and it's the specialized mental health service provider serving all of northeast Ontario. At more than 400 beds, our state-of-the-art regional health centre has over 150 physicians, 2300 employees and 250 volunteers.

For more information about the NBRHC, visit [www.nbrhc.on.ca](http://www.nbrhc.on.ca)

#### **THE COMMUNITY**

North Bay is located 3.5 hours north of Toronto, just north of the district of Muskoka, and 3.5 hours west of Ottawa. With a population of 54,000 and a catchment area of 180,000, it is a safe and welcoming community that offers a healthy and balanced environment for working, living and raising a family. North Bay is situated on the shores of two large lakes (Lake Nipissing and Trout Lake) and boasts beautiful scenery and four distinct seasons. Whatever your interests are, you will have access to numerous activities and amenities within minutes from your home—reclaim your work-life balance and join us!

To see more of beautiful North Bay and learn about our lifestyle, visit [www.northbay.ca](http://www.northbay.ca)

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***NBRHC is committed to achieving 100% compliance with its COVID-19 Vaccine Policy. As a result, please be advised that in order to be eligible for employment at the Health Centre, all new hires must be compliant with our COVID-19 Vaccination Policy and must be fully vaccinated prior to commencing employment. To be considered fully vaccinated, an individual must have received the full series of a COVID-19 vaccine or a combination of COVID-19 vaccines approved by the World Health Organization (e.g. two doses of a two-dose vaccine series or one dose of a single-dose vaccine series) and received the final dose of the COVID-19 vaccine at least 14 days ago.***

***The requirement that successful applicants be fully vaccinated is subject to any accommodation obligations pursuant to the Ontario Human Rights Code.***

*North Bay Regional Health Centre is committed to providing accessible employment practices that are in compliance with the Accessibility for Ontarians with Disabilities Act (AODA). If you require an accommodation for disability during any stage of the recruitment process, please indicate this in your application.*

**We are an equal opportunity employer. We thank all applicants for their interest.**