



Where ideas work

**Ministry of Public Safety and Solicitor General  
Kamloops, Kelowna**

This position can be based out of any of the location(s) listed above.

**Program Manager**

**\$73,855.42 - \$84,134.34 annually**

Police and Law enforcement agencies (RCMP & Municipal Police forces) represents a significant majority of all file referrals received by the Civil Forfeiture Office (CFO). The Program Manager must work proactively to ensure there is an efficient process in place to receive, review and refer files in a timely manner. The position ensures that referrals from Police and Law enforcement file investigations for civil forfeiture consideration are in full compliance with Police and Law enforcement agencies policies and procedures and that these referrals meet the criteria expected by the CFO for acceptance.

**Qualifications for this role include:**

- Post-secondary accreditation (degree or diploma) consisting of one or more subject matter areas of study in economics, accounting or law; OR
- An equivalent amount of experience gained through working for a minimum of 5 years within a B.C. police department or RCMP E-Division.
- Extensive law enforcement experience (a minimum of 10 years) working directly within a law enforcement agency in B.C. of which at least 5 of those years involved working within a specialized section or in a leadership role (or a combination of both).
- Experience researching, analyzing, developing, and writing briefing notes or police file information summaries for a senior manager or officer.
- Experience analyzing and evaluating program performance, which may include leading and implementing change management methodologies to improve operational outcomes for a business unit or agency.
- Experience with program analysis and project management which may include acting as team commander, primary investigator, or file coordinator on complex police investigations.
- Experience leading teams and committees involving internal or external stakeholders, which includes senior executives and managers; and developing and providing options and policy recommendations to enable decisions. This may include leading a specialized team of police officers and providing recommendations to senior management to achieve required investigative and/or policy outcomes.
- Experience working with senior level government or banking officials or directly with positions holding a senior rank.

**For more information and to apply online by December 13, 2023, please go to:**

<https://bcpublicservice.hua.hrsmart.com/hr/ats/Posting/view/103791>