

Manitoba Government Job Opportunities

Correctional Officer - Brandon OC1 Correctional Officer

Term/part-time
Manitoba Justice
Custody Corrections, Correctional Services Division
Brandon MB

Advertisement Number: 39920

Salary(s): OC1 \$29.14 - \$36.29 per hour

Closing Date: November 25, 2022

The Manitoba government recognizes the importance of building an exemplary public service reflective of the citizens it serves, where diverse abilities, backgrounds, cultures, identities, languages and perspectives drives a high standard of service and innovation. The Manitoba government supports equitable employment practices and promotes representation of designated groups (women, Indigenous people, persons with disabilities, visible minorities).

Employment Equity is a factor in selection for this competition. Consideration will be given to women and Indigenous people. An eligibility list may be created for similar positions and will remain in effect for 12 months.

To be considered for this competition you must submit an Application Screening Form. Complete the application form at the link below or contact Human Resource Services under "Apply To" to request a copy of the application form. The selection board will rely only on information provided in this form to determine whether a candidate will be invited for further assessment.

Note: You are not required to submit a cover letter, but may be asked to submit a resume, references, or other documentation at a later point if invited for further consideration.

[TO APPLY: CLICK HERE TO ACCESS THE APPLICATION FORM.](#)

Introduction

Are you someone who has a common sense approach, can make appropriate decisions using sound judgement and is able to communicate effectively one-on-one and in a group setting? Manitoba Correctional Services is seeking individuals who are energetic, dedicated, optimistic, committed to teamwork and constant learning, have a positive work ethic and a genuine concern to help a diverse group of people in conflict with the law.

Job requirements can be both physically and emotionally challenging and include a variety of shifts with hours of work that may include short notice call-ins. You must be able to adapt and handle stress. Verbal and written communication, interpersonal and conflict management skills are necessary. Case management and group programs will involve direct contact with male, female or youth inmates/residents and their rehabilitation process. A Criminal Record Check (including Vulnerable Sector Search), Child and Adult Abuse Registry Checks, and Enhanced Security Screening are mandatory. Standard First Aid and CPR Level C and AED certificate, and a medical fitness report are required prior to starting training. A Manitoba Class 5 Driver's Licence (5F) is also a requirement.

Locations include: Brandon Correctional Centre

Information Sessions:

To learn more about a career as a Correctional Officer, as well as the recruitment process, register for one of the following information sessions by contacting:

Brandon Correctional Centre: November 9 at 6:00pm (virtually) and November 15 at 1:30pm (virtually). Contact CorrectionsRecruitment@gov.mb.ca or 431-275-6505 to register.

Tours:

Correctional Centres tours will be held January 3-9, 2023. Following the initial selection screening process, candidates will be advised how to contact Brandon Correctional Centre to arrange for a tour. A photocopy of your valid driver's license is required to register for a tour.

Interviews:

Interviews will be held January 16-20, 2023. Please note that only those candidates who participate in the Correctional Centre tours will be eligible for an interview.

Training:

For selected candidates, a mandatory unpaid training program of approximately eight weeks (full days Monday to Friday) is required. Following successful completion of the training program, you will be hired as a part-time term Correctional Officer or Juvenile Counsellor.

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Permanent full-time positions are subsequently filled with part-time term employees. Minimum of Standard (CSA Intermediate) First Aid CPR-C & AED (two-day course) certificate and a medical fitness report are required prior to starting training.

We are currently recruiting to fill our May 2023 training class to be held in Brandon, MB. To be considered for this competition you must submit an application form. See below for further instructions.

Conditions of Employment:

- Must be legally entitled to work in Canada
- Satisfactory Enhanced Internal Screening, Criminal Record Check (including Vulnerable Sector Search), Child Abuse Registry Check and Adult Abuse Registry Check
- Satisfactory Medical Fitness Report
- Full class 5 (5F) Manitoba Driver's Licence
- Minimum of Standard First Aid CPR-C & AED Certificate (two-day course)
- The ability to work extended and flexible hours including shift work and short notice call-ins is required

Qualifications:

Essential:

- Effective interpersonal skills
- Experience working in a team environment
- Ability to manage stress
- Effective problem solving, decision making and sound judgement skills
- Ability to adapt to change
- Ability to interact with people from diverse cultures and backgrounds
- Excellent verbal communication skills
- Excellent written communication skills

Desired:

- Post secondary education with directly related experience or an equivalent combination of education, training and experience
- Commitment to continuous learning
- Experience working with Indigenous people and understanding of Indigenous culture/spirituality

Duties:

Please visit the following link below for additional details regarding duties and the recruitment process:

<https://www.gov.mb.ca/justice/corrserv/index.html>

*****Please note that resumes and submissions sent through the "Apply Now" feature below will NOT be accepted for this program***. Please only apply using the Application Screening Form link above.**

Apply Now:

Advertisement # 39920
Manitoba Justice HR - Corrections
Human Resource Services
1130-405 Broadway
Winnipeg MB, R3C 3L6
Phone: 204-945-3204
Fax: 204-948-7373
Email: correctionsrecruitment@gov.mb.ca

WHEN APPLYING TO THIS POSITION, PLEASE INDICATE THE ADVERTISEMENT NUMBER AND POSITION TITLE IN THE SUBJECT LINE AND/OR BODY OF YOUR EMAIL.

Applicants may request reasonable accommodation related to the materials or activities used throughout the selection process.

When applying to this position, please indicate the advertisement number and position title in the subject line and/or body of your email. Your cover letter, resumé and/or application must clearly indicate how you meet the qualifications.

Please be advised that job competitions for represented positions may be grieved by internal represented applicants. Should a selection grievance be filed, information from the competition file will be provided to the grievor's representative. Personal information irrelevant to the grievance and other information protected under legislation will be redacted.

We thank all who apply and advise that only those selected for further consideration will be contacted.

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Manitoba Civil Service Commission, 935 - 155 Carlton Street, Winnipeg, MB R3C 3H8 (204) 945-2332