



FORENSIC-RELATED CAREERS IN SCIENCE, BUSINESS, AND TECHNOLOGY

**January 22nd, 2004
12:00-2:00 p.m.
Student Centre Board Room**

Sponsored by

Career Centre at the University of Toronto at Mississauga
<http://www.utm.utoronto.ca/careers/>

Forensic Society at the University of Toronto at Mississauga
http://www.utm.utoronto.ca/student_org/ivnvi/

Panelists

Stephen Denison
Scientific Specialist, Genetic Identification Division, Maxxam Analytics Inc.

Gavin Mascarenhas
Claims Service Representative, Dominion of Canada General Insurance Company

Robert Hofstetter
Constable, Forensic Identification, Peel Regional Police

This information package is divided into sections:

1. Forensic Science in the Private Sector
2. Careers in Protective Services

For more information about educational programs, forensic organizations in the public sector (i.e. government, education, hospital), and links to forensic-related websites, please download *Finding Your Way in Canadian Forensic Science*, available at:

<http://www.utm.utoronto.ca/careers/forensics.html>

Panel and Package developed by: Christelle Thibault, Senior Career Assistant

PART 1: FORENSIC SCIENCE IN THE PRIVATE SECTOR

When people think of forensic science in Canada, their view of the field is often limited to government crime laboratories, such as the Centre of Forensic Sciences in Toronto, the Laboratoire de sciences judiciaires et de médecine légale in Montréal, and the RCMP laboratories across Canada. These laboratories conduct analyses in cases involving injury or death under unusual circumstances as well as crimes against persons or property. Law enforcement agencies, crown attorneys, defence counsel, coroners, pathologists and other official investigative agencies use the services of these government laboratories.

When forensic expertise is sought by private individuals, corporations, and insurance companies, however, they must usually turn to forensic specialists working in the private sector. Private companies and consultants perform forensic analyses and provide expert testimony in both criminal and civil cases.

TYPES OF JOBS

- Scientist, Specialist
- Technologist, Laboratory Technician, Research Assistant
- Consultant, Expert Witness
- Technical Writer, Technical Salesperson

DISCIPLINES

- Biology (e.g. DNA profiling, paternity testing)
- Toxicology (e.g. drug screening, alcohol testing)
- Chemistry (e.g. fire debris analysis)
- Computer Science (e.g. digital evidence, data recovery)
- Documents
- Firearms and Toolmarks
- Engineering (e.g. accident reconstruction)
- Accounting
- Art
- Anthropology
- Psychology
- Pathology
- Odontology
- Nursing

POTENTIAL EMPLOYERS

Forensic Biology

Maxxam Analytics Inc. – DNA Services

Technical Services Group, Human DNA Department
335 Laird Road, Unit 4, Guelph, Ontario N1H 6J3
Tel: 1-877-706-7678 E-mail: dna@mail.maxxam.ca www.thednalab.com

Paragon Genetics

Humber River Regional Hospital
2175 Keele Street, Toronto, Ontario M6M 3Z4
Tel: 1-866-362-0577 E-mail: info@paragondna.com www.paragondna.com

Genetrack Biolabs

Tel: 1-888-828-1899 E-mail: lab@genetrack.bc.ca www.genetrack.ca

Genetest Corporation

1345 Denison Street, Markham, Ontario L3R 5V2
Tel: 1-877-404-4363 E-mail: information@genetestlabs.com www.genetestlabs.com

Forensic Toxicology

Nucro-Technics, Inc.

2000 Ellesmere Road, Unit 16, Scarborough, Ontario M1H 2W4
Tel: 416-438-6727 Fax: 416-438-3463 www.nucro-technics.com

Maxxam Analytics Inc.

5540 McAdam Road, Mississauga, Ontario L4Z 1P1
Tel: 905-890-2555 E-mail: info@on.maxxam.ca www.maxxam.ca

Alcohol Countermeasure Systems

945 Midway Boulevard, Unit 14, Mississauga, Ontario L5T 2C6
Tel: 905-670-2288 Fax: 905-670-8211 www.acs-corp.com

Forensic Chemical Analysis

Investigative Science Incorporated

1050 Cooke Boulevard, Unit 2, Burlington, Ontario L7T 4A8
Tel: 905-634-4200 mail@investigativescience.com www.investigativescience.com

Activation Laboratories Ltd.

1336 Sandhill Drive, Ancaster, Ontario L9G 4V5
Tel: 905-648-9611 E-mail: ancaster@actlabs.com www.actlabs.com

Forensic Engineering

Giffin Koerth Forensic Engineering and Science

40 University Avenue, Suite 700, Toronto, Ontario M5J 1T1

Tel: 416-368-1700

Fax: 416-368-5576

www.giffinkoerth.com

Brosz and Associates

64 Bullock Drive, Markham, Ontario L3P 3P2

Tel: 905-472-6660

Fax: 905-472-6665

www.expertwitness-electric.com

Forensic Accounting

KPMG Forensic

Attn: James Hunter, President

Tel: 416-777-3193

E-mail: jameshunter@kpmg.ca

www.kpmg.ca

Rosen & Associates Limited

P.O. Box 25, Toronto Dominion Centre, Suite 3825, Toronto, Ontario, M5K 1A1

Tel: 416-363-4515

Fax: 416-363-4849

www.rosen-associates.com

Forensic Document Analysis

Forensic Document Examination Services

2009 Woodway Avenue, Ottawa, Ontario K1J 7Y2

Tel: 613-741-2031

E-mail: enquiry@fdeservices.com

www.fdeservices.com

Document Examination Consultants, Inc.

350 Palmerston Boulevard, Toronto, Ontario M6G 2N6

Tel: 416-927-1453

E-mail: lindblom@on.aibn.com

www.decinc.ca

Forensic Environmental Investigation

EnPro Associates Ltd.

Boc 4071, Picton, Ontario K0K 2T0

Tel: 613-476-1985

Fax: 613-476-9652

www3.sympatico.ca/d.kerr

Forensic Data Recovery

CBL Data Recovery Technologies Inc.

590 Alden Road, Unit 105, Markham, Ontario L3R 8N2

Tel: 905-479-9938

Fax: 905-479-1515

www.cbltech.ca

Nortek Computers Ltd.

2000 Main Street West, North Bay, Ontario P1B 8G5

Tel: 705-474-2030

Fax: 705-474-2409

www.nortek.on.ca

FDR Forensic Data Recovery Inc.

00 Collip Circle, Suite 130, London, Ontario N6G 4X8

Tel: 519-858-5107

E-mail: info@forensicdata.ca

www.forensicdata.ca

Forensic Technology

Forensic Technology Inc.

5757 Cavendish Boulevard, Suite 200, Québec H4W 2W8

Tel: 514-489-4247

E-mail: fti@fti-ibis.com

www.fti-ibis.com

GAINING RELEVANT EXPERIENCE

Federal Student Work Experience Program

http://www.jobs.gc.ca/fswep-pfete/student/index_e.htm

FSWEP is the primary vehicle through which federal departments and agencies recruit students for some 7,000 temporary student jobs each year. It provides fair and equal access to student jobs offered by the Public Service of Canada, as well as opportunities to learn about the federal government and gain valuable experience while developing and improving employability skills. Defence Research and Development Canada has its own program within FSWEP.

When to apply: Applications are reviewed on an ongoing basis, so it is best to apply early. Typically you can begin to apply in October.

National Research Council (NRC)

<http://www.nrc-cnrc.gc.ca>

Summer positions are offered at NRC research institutes and corporate offices which provide practical career-related experience in R&D, library sciences, communications, marketing. Students can work for up to four months with salaries based on number of academic terms completed. Minimum "B+" average required and must be returning to full-time studies in September 2004.

When to apply: Applications and transcripts must be received by January 31, 2004.

National Science and Engineering Research Council (NSERC)

http://www.nserc.ca/sf_e.asp?nav=sfnave&lbi=pg

These awards are meant to stimulate interest in research in the natural sciences and engineering and to encourage students to undertake graduate studies and pursue a research career in these fields. If you would like to gain research experience in an academic or industrial setting, these awards can provide you with financial support through your host organizations.

When to apply: Check with the Chair of the department you would like to work for (university placement) or contact your host organization directly. Typically the application must be submitted around February.

UTM Laboratories

The following is a list of some of the laboratories at UTM conducting research and using techniques that are relevant to students with an interest in Forensic Science. Please note that it is not an exhaustive list of research being conducted at UTM. To find out about volunteer and work opportunities in these labs, contact the professors directly.

Professor	Contact	Research interests
Dr. James Anderson	janderso@utm.utoronto.ca Tel: 905-828-5362	Fungal genetics, population biology, evolution
Dr. George Espie	espie@utm.utoronto.ca Tel: 905-828-5380	Microbial physiology, molecular biology, biochemistry
Dr. Paul Horgen	horgen@utm.utoronto.ca Tel: 905-828-5424	Biotechnology, molecular genetics, cell biology
Dr. Danton O'Day	doday@utm.utoronto.ca Tel: 905-828-3896	Cell and developmental molecular biology
Dr. Marla Sokolowski	msokolow@utm.utoronto.ca Tel: 905-828-5326	Genetics, evolution, molecular biology
Dr. Tim Westwood	twestwo@utm.utoronto.ca Tel: 905-828-3894	Molecular, biochemical, physiological aspects of gene regulation
Dr. Ulrich Krull	ukrull@utm.utoronto.ca Tel: 905-828-5437	Fiber optic biosensor for detection of DNA

PAST JOB POSTINGS AT MAXXAM ANALYTICS

Analyst I – Animal Genetic Identification

Maxxam Analytics Inc., Guelph

Description: Receiving and logging in samples into the LIMS, sample preparation, DNA extraction, DNA amplification, and Gel Electrophoresis in order to obtain a Genotype (STR profile) for equine, bovine, porcine and camelid species. Operation of all necessary equipment to complete tasks (PC / Mac computers, pipettes, thermocyclers, automated sequencers, etc). Document all known sample deviations and / or process deviations and report this document to the Supervisor. 15% of day spent on other duties as assigned (reagent preparation / sterilization, laboratory organization and cleaning). Note: This is a 9-month contract position.

Qualifications: Community College in Science (preferably Molecular Biology) discipline. Excellent interpersonal communication skills and problem solving ability.

Strategic thinker, energetic, enthusiastic, focused and detail oriented. Ability to work in team environment and independently. Motivated to explore and execute continuous process improvement.

Posted on Maxxam Analytics website, October 6, 2003

Customer Service Representative I – Human Drug

Maxxam Analytics Inc., Mississauga

Description: Act as a single reference person between the client and Maxxam Analytics Inc., analyse client needs, share & interpret this information with the Supervisor, Sales and key lab personnel. Offer technical details and other information within his/her scope of expertise. Prepare client submissions and price quotations by following established pricing policies. Resolve all client complaints / concerns in the most competent and timely manner. Consult with key lab operation personnel in the resolution of client TAT conflicts. Enter new clients into the MaxLIMs Client Maintenance in order to enter jobs in the Job Entry module of MaxLIMs.

Qualifications: Ability to follow detailed instructions; get along with the group. Team player. Knowledge of LIMs programs. An independent worker with excellent time management skills. Strong written & verbal communication skills. Strong computer skills (word, excel, Lotus Notes etc). Attention to detail & focused on completing the job at hand. Ability to develop collaborative relationships with the Customer Service Team, Laboratory Supervisors, Lab Staff and clients. Ability to develop strong client relationships that are mutually beneficial to both the client and to Maxxam. Energetic & Outgoing.

Posted on Maxxam Analytics website, December 9, 2003

PART 2: CAREERS IN PROTECTIVE SERVICES

Careers in protective services have a common goal: to keep individuals, communities, and corporations safe from harm. There are many ways in which this can be accomplished, and thus people from a variety of fields – such as psychology, sociology, forensic science, business, computer science, health, and more – may be attracted to protective services. Police officers, firefighters, emergency personnel, and private investigators are some well-known examples. Currently, the number of people needed to serve and protect, to maintain order, to fight crime, and simply to help fellow human beings, is not decreasing. There are recruitment campaigns to replace retiring personnel. Also, increased sensitivity to diversity issues means that many agencies now seek to hire a higher number of women and minorities, representative of the population.

INDUSTRY CLUSTERS

- Public service (all levels of government)
- Law enforcement
- Fire and emergency services
- Correctional services
- Private security
- Finance and fraud
- National security
- National defence
- Wildlife protection

TYPES OF JOBS

- Police Officer
- Firefighter
- Fire Inspector
- Emergency Medical Technician (Paramedic)
- Emergency Dispatcher
- Correctional Officer
- Probation and Parole Officer
- Private Investigator
- Insurance Claims Adjuster
- Security Guard
- Intelligence Officer
- Immigration Officer
- Customs Inspector
- Coast Guard
- Military Officer
- Park Warden/Ranger
- Conservation Officer
- Environmental Health Officer
- Food Inspector

Additional information about the types of jobs listed above is available on Career Cruising, with the exception of Fire Inspector, Intelligence Officer, and Customs Inspector. Career Cruising is a source of Canadian information describing working conditions, earnings, career paths, and more relating to a large number of occupations. To access this resource, please visit the Career Centre, room SB 3094.

POTENTIAL EMPLOYERS

Ontario Government

Ontario Public Service
<http://www.gojobs.gov.on.ca>

This is the Ontario Government's job posting site. Postings by the Ministry of Community Safety and Correctional Services may include jobs such as Emergency Management Officer, Probation and Parole Officer, Communications Operator, Intelligence Analyst, and more.

Ministry of Community Safety and Correctional Services
18th Floor, 25 Grosvenor Street, Toronto, Ontario M7A 1Y6
Tel: 416-325-0408 Fax: 416-325-6067 www.mpss.jus.gov.on.ca

Federal Government

Public Service Commission of Canada
<http://jobs.gc.ca>

The Government of Canada hires graduates through its Post-Secondary Recruitment Program. Individuals interested in public service will find a number of job postings based on type of work for locations across Canada. Applications are available online. Recent job postings under "Jobs Open to the Public" include positions such as Correctional Programs Officer, Emergency and Relief Program Officer, Marine Communications Traffic Services Officer, and Environmental Health Officer.

Some of the following governmental organizations not regulated by the Public Service Employment Act or are delegated to carry out their own recruitment activities in certain areas. Therefore, make sure not to limit your job search to the Public Service Commission website.

Correctional Service of Canada
Regional Headquarters – Ontario, Human Resources Office
440 King Street West, P.O. Box 1174, Kingston, Ontario K7L 4Y8
Tel: 613-545-8910 E-mail: rhqstaffing@csc-scc.gc.ca www.csc-scc.gc.ca

Canadian Security Intelligence Service

Attention: CSIS Personnel Services

277 Front Street West, 10th Floor, Toronto, Ontario M5V 2X4

Tel: 416-860-7030

Fax: 416-865-8708

www.csis-scrs.gc.ca

Communications Security Establishment

P.O. Box 9703, Terminal, Ottawa, Ontario K1G 3Z4

Tel: 613-991-7600

www.cse-cst.gc.ca/en/careers/careers.html

Canada Customs and Revenue Agency

<http://www.ccr-aadrc.gc.ca/careers/menu-e.html>

Canadian Forces

33 City Centre Drive, Mississauga, Ontario L5B 2N5

Tel: 905-803-2467 mississauga@recruiting.forces.ca

www.recruiting.forces.gc.ca

Canadian Coast Guard

Fisheries & Oceans Canada, Communications Branch

200 Kent Street, 13th Floor, Station 13228, Ottawa, Ontario K1A 0E6

Tel: 613-993-0999

E-mail: info@dfo-mpo.gc.ca

www.ccg-gcc.gc.ca

Parks Canada

http://www.pc.gc.ca/agen/empl/index_e.asp

Canadian Food Inspection Agency

174 Stone Road West, Guelph, Ontario N1G 4S9

Tel: 519-837-9400

www.inspection.gc.ca/english/hrrh/employmente.shtml

Defence Research and Development Canada

Human Resources Consultant, DRDC Toronto

1133 Sheppard Ave West, Toronto, Ontario M3M 3B9

E-mail: personnel-toronto@drdc-rddc.gc.ca

www.drdc-rddc.dnd.ca

Police Services

N.B. Many police services in Ontario use the Constable Selection System for hiring new uniform police officers, which requires the completion of the Ontario Association of Chiefs of Police (OACP) Certificate. Please visit the Applicant Testing Services Inc. website (www.applicanttesting.com) for more information.

Peel Regional Police

Attention: Recruiting

180 Derry Road East, Mississauga, Ontario L6V 3W6

Tel: 905-453-2121 ext. 6002

Fax: 905-453-8043

www.peelpolice.on.ca

Recruitment Information Session
February 2nd, 2004 – 7:00pm
180 Derry Rd E, Mississauga
Must RSVP at 905-453-2121 ext. 6002

Halton Regional Police Service

Recruiting, Human Resource Services

P.O. Box 2700, 1151 Bronte Road, Oakville, Ontario L6J 5C7

Tel: 905-825-4747 ext. 5112

Fax: 905-825-5105

www.hrps.on.ca

Toronto Police Service

Employment Unit

40 College Street, Toronto, Ontario M5G 2J3

Tel: 416-808-7150

Fax: 416-808-7152

www.torontopolice.on.ca

Recruitment Information Sessions
Feb 17, Mar 23, Apr 20, May 18, Jun 22
7:00-9:00pm
40 College St, TO, Auditorium, 2nd floor

Ontario Provincial Police

Human Resource Bureau, Attn: Uniform Recruitment and Staffing

777 Memorial Avenue, Orillia, Ontario L3V 7V3

Tel: 1-866-393-3337

Fax: 705-329-6619

www.opp.ca

OPP Bound Program (for women):

<http://www.gov.on.ca/opp/recruit/english/oppbound.htm>

Royal Canadian Mounted Police

Attention: Recruiting

P.O. Box 3240, Station B, London, Ontario N6A 4Z9

Tel.: 519-640-7365

Fax: 519-645-4707

www.rcmp-grc.gc.ca

Recruitment Information Session
February 3rd, 2004 – 1:00pm
Greater Toronto Area
Call 1-800-472-4848

Fire & Emergency Services

Mississauga Fire & Emergency Services

City of Mississauga, Human Resources Department

300 City Centre Drive, Mississauga, Ontario L5B 3C1

Tel: 905-896-5035 hr.info@mississauga.ca www.mississauga.ca/portal/residents/fire

Toronto Fire Services

4330 Dufferin Street, Toronto, Ontario M3H 5R9

Tel: 416-392-FIRE E-mail: rbarrow@toronto.ca www.toronto.ca/fire/

Toronto Emergency Medical Services

4330 Dufferin Street, Toronto, Ontario M3H 5R9

Tel: 416-392-2072 E-mail: kashton@toronto.ca www.toronto.ca/ems/

EDUCATION

Educational requirements vary from one occupation to another within protective services. In general, a Bachelor's degree is not required, but preferred nonetheless. This is especially true for police recruits, who are strongly encouraged to pursue post-secondary education, although it is not mandatory to join the police force.

Some of the occupations requiring a university education, either for entry-level positions or for career advancement, are: Intelligence Officer, Military Officer, Probation and Parole Officer, Environmental Health Officer, Conservation Officer, Park Warden, and Insurance Claims Adjuster.

For other occupations such as Police Officer, Firefighter, Paramedic, Dispatcher, Correctional Officer, Customs Inspector, Immigration Officer, Food Inspector, Coast Guard, Security Guard and Private Investigator, there is on-the-job training, possibly combined with a college certificate or diploma, or a university degree.

Of particular interest to university graduates are post-graduate diplomas, which are programs specifically for individuals who already have a degree, but who wish to obtain specific knowledge, skills and practical experience closely related to their career choice. Here are a few examples of post-graduate diplomas related to protective services.

Police Officer

Algonquin College (www.algonquincollege.com) – Police Foundations, Intensive

Private Investigator

Durham College (www.durhamc.on.ca) – Public and Private Investigations

Immigration Officer

Seneca College (www.senecac.on.ca) – Immigration Practitioner

For comprehensive lists of colleges and the certificates and diplomas that they offer, visit the Ontario College Application Services (OCAS) Web site (www.ontariocolleges.ca) or perform a search using Career Cruising at the Career Centre.

For individuals interested in *fire fighting*, there are a number of colleges offering a Pre-Service Firefighter Education and Training program that is endorsed by the Ontario Association of Fire Chiefs and the Office of the Fire Marshal. The list of colleges is found here: http://www.oafc.on.ca/Prof_develop/courses.html

Finally, the Military and the Coast Guard have colleges of their own:

Royal Military College of Canada (www.rmc.ca) in Kingston, Ontario.
Canadian Coast Guard College (www.cgc.gc.ca) in Sydney, Nova Scotia.

NON-ACADEMIC TRAINING OPPORTUNITIES

The following are examples of skills and certifications that are either required or beneficial for careers in protective services.

Leadership Development – Student Centre Events
<http://www.erin.utoronto.ca/%7Ew3sce/leadership.htm>

Day-long leadership workshops are offered several times a year on campus. They are designed to enhance teamwork, communication, facilitation and conflict resolution skills. These workshops are free for U of T students and they are offered in partnership with the St. Stephen's Community House, a Toronto non-profit community organization with expertise in group development and conflict resolution.

First Aid and CPR – Campus Police

First Aid and CPR courses are conducted several times a year at UTM by Campus Police. The instructor, Corporal Jack Pienczykowski, is certified by St. John Ambulance. For more information, call 905-828-5200 or e-mail jpienczy@utm.utoronto.ca.

Lifesaving Society (Ontario)
<http://www.lifesavingsociety.com/>

The Lifesaving Society offers information about and a schedule of Lifesaving, Lifeguarding, First Aid, CPR, Boating Operator Accredited Training, Safety Management, Instructor Training, Coaching and Officiating courses across Ontario.

Civilian Police College (Toronto)
<http://www.torontopolice.on.ca/communityprograms/cpc.php>

The Civilian Police College is an eleven-week course offered by the Toronto Police Service to anyone who is interested in learning about policing issues. Sessions are run

one night per week for eleven consecutive weeks. The purpose of these sessions is to provide an educational opportunity for community members so that they can better understand current front line policing issues. Enrolment is free.

Citizen Police Academy (Halton)

<http://www.hrps.on.ca/main.asp?mainid=valunteer>

The Citizen Police Academy offers those who successfully register an insight into "Today's Policing Profession and more specifically the Halton Regional Police Service." The program is meant to be interactive and fun-filled. Enrolment is limited, so it is suggested to register early.

GAINING RELEVANT EXPERIENCE

The programs below may help students gain valuable experience in their pursuit of a career in protective services, by introducing them to public service or, even more specifically, to the nature of the work performed by Customs and RCMP officers. More summer and part-time opportunities exist with the cities of Mississauga and Toronto, police services, governmental organizations dealing with public safety, and more. You may contact these organizations through their website.

Federal Student Work Experience Program

http://www.jobs.gc.ca/fswep-pfete/student/index_e.htm

FSWEP is the primary vehicle through which federal departments and agencies recruit students for some 7,000 temporary student jobs each year. It provides fair and equal access to student jobs offered by the Public Service of Canada, as well as opportunities to learn about the federal government and gain valuable experience while developing and improving employability skills. Defence Research and Development Canada, Parks Canada and the Canadian Coast Guard have programs of their own within FSWEP.

When to apply: Applications are reviewed on an ongoing basis, so it is best to apply early. Typically you can begin to apply in October.

Ontario Summer Experience Program

http://www.gov.on.ca/MBS/english/summer/exp_over.html

The Summer Experience Program provides a variety of summer positions in the Ontario Public Service, its related agencies, and community groups. Jobs are available in critical government activities related to fish and wildlife programs in provincial parks, administration of justice and law enforcement, public safety, and others. You must be an Ontario resident to participate.

When to apply: Applications become available in March 2004 and positions are usually filled by May.

Student Customs Officer/Inspector

<http://www.ccra-adrc.gc.ca/careers/search/student-e.html>

The Canada Customs and Revenue Agency (CCRA) is always looking for students and recent graduates to fill a variety of positions in areas such as: Customs, Audits, Human Resources, Information Technology and others. They offer flexible hours (shift work), advancement opportunities, career mobility, and development programs. Applicants must write and pass the Customs Inspector Test.

When to apply: Deadlines vary according to location, starting as early as November.

RCMP Summer Student Program

<http://odiv-rcmp-grc.ca/en/summer.htm> and www.rcmp-grc.gc.ca/ccaps/student_e.htm

This program is designed to provide employment for students in law and social science related curriculums. It is restricted to college and university students throughout Ontario and usually runs for 17 weeks, beginning in May. During the course of the summer, students will assist regular members of the RCMP with a variety of operational duties which will be at the discretion of the particular Detachment Commander.

When to apply: In 2003, the deadline was February 28. There has been no update yet for 2004.

Labatt People in Action Program

<http://www.lpiajobs.com/>

The Labatt People in Action (LPIA) program helps students gain valuable work experience by funding their employment with a registered charity. The program encourages the student and registered charity to develop a summer project that will provide the student with skills – including responsibility, positive attitude, leadership, creativity and motivation – that can be applied in the work world. The project is designed together by the student and charity and should make a positive impact on their community. The charitable organization will receive funds to hire the student(s) to accomplish the project. See Career Centre job listing 2004.SE.0332.

When to apply: The deadline to apply is March 29, 2004.

ONGOING VOLUNTEER OPPORTUNITIES

Careers in protective services have one thing in common: a dedication to protect people and communities, to keep them safe. There are many volunteer organizations that also have such a purpose, and taking part in their activities is an alternate way of gaining experience while expressing a personal interest in matters of public and private safety.

In addition, demonstrated involvement in one's community is often an important component of protective services. Through volunteer activities, students may increase

their understanding of community needs, build cultural fluency through exposure to diverse groups of people, and gain confidence in their ability to handle new situations.

General

Charity Village

<http://www.charityvillage.com>

Charity Village is an online source of information, news, jobs, services and resources for the Canadian non-profit community. It contains listings of non-profit organizations, associations, and foundations classified by type (e.g. Criminal Justice, Community Services, Human Rights, etc.). You can also search their volunteer postings by keyword, type of position, organization focus, and location across Canada.

Peel Information Network

<http://www.pinet.on.ca/csd.htm>

The Peel Information Network maintains a community information database that contains a comprehensive list of social, health, community and government services in the Peel region. The database can easily be searched by subject (e.g. crime prevention, court assistance, young offenders, emergency services), organization or keyword.

Police Volunteers

Peel Regional Auxiliary Police Service

<http://www.peelpolice.on.ca/auxiliary/>

The Auxiliary Service supports the regular police service in the following ways: patrol and marine escorts, R.I.D.E program assistance, attendance at special events, and emergency callout. The criteria to be accepted into the program are very similar to that expected of our constables in the regular service. There is a four-month training period of 160 hours for our recruits. As an Auxiliary Officer, you must make a commitment of 24 hours per month, for at least two years to the program.

Halton Regional Police Service – Volunteer Services Unit

<http://www.hrps.on.ca/main.asp?mainid=valunteer>

The Halton Regional Police runs a number of volunteer programs: Victim Services Unit, Communities on Phone Patrol, Acton Store Front, Seniors Call Back, P.E.A.C.E., and Auxiliary Policing. For details regarding each program, please consult the website.

Toronto Community Policing Support – Volunteer Resources
<http://www.torontopolice.on.ca/communitypolicing/volunteer.php>

The Toronto Police has three volunteer programs: Auxiliary Police, Adult Volunteers and Youth Corps. Auxiliary members may be asked to assist the regular police members with community response initiatives, canvassing and searching with respect to evidence or missing persons, maintenance of police perimeters, community functions and events, and more. Adult volunteers are involved in community outreach initiatives, such as working in mall kiosks and handing out information pamphlets. Youth Corps members (age 14-19) receive training from the Police Service and volunteer their time to participate in community activities, such as police-community presentations, special events, and crime prevention initiatives.

Child Safety

Child Find Ontario
<http://www.ontario.childfind.ca>

Child Find is the oldest, largest and most comprehensive missing children's agency in Canada. Volunteers conduct street-proofing workshops and public speaking sessions. They distribute posters, run KidCheck Safety ID Programs, visit local schools and answer the tip line.

Block Parent Program of Canada
<http://blockparent.ca/>

The Block Parent Program of Canada is a registered charity and Canada's largest volunteer-run child safety organization. Over 300,000 volunteers from coast to coast help to make communities safer for everyone. The distinctive red and white Block Parent window sign in the window of a home, tells children, seniors and others that help is at hand if they are lost, frightened, or in distress. In addition to their safety network, Block Parents offer community education programs to increase the personal safety of children, teens and seniors. Volunteers do not have to be parents to participate.

Emergency Services

Erindale College Special Response Team (ECSpeRT)

ECSpeRT is a Brigade division of St. John Ambulance. It provides hands-on, practical experience for anyone considering a career in Emergency Services.

For more information, contact:

Dan Birkenbergs, Divisional Superintendent
Tel: 905-820-5225
E-mail: ecspert@on.sja.ca

Canadian Red Cross Society
<http://www.redcross.ca>

The CRC is a non-profit, humanitarian organization, dedicated to helping Canadians, as well as the most vulnerable throughout the world. They help people deal with situations that threaten their survival and safety, their security and well-being, and their human dignity. In the Toronto area, the Red Cross is currently looking for volunteer drivers, community response team members, outreach volunteer drivers (extreme weather alerts), and Meals-on-Wheels drivers or runners.

Criminal Justice

John Howard Society of Ontario
<http://www.johnhoward.on.ca/>

A registered charity, the John Howard Society of Ontario helps people who, for the most part, have either been in trouble with the law or are at risk of becoming involved in criminal activity. The Society works to achieve fundamental and long-term changes in individual behaviour, in public attitudes, and in government policies. They run programs such as prison visiting, family transportation as well as public education and reform.

Canadian Association of Elizabeth Fry Societies
<http://www.elizabethfry.ca/>

Elizabeth Fry Societies are community-based organizations that work with and for women and girls in the justice system, particularly those who are, or may be, criminalized. They are involved in the delivery and development of services and programs such as counseling, housing, and court support, as well as public education, research, legislative and administrative reform, regionally, nationally and internationally.

PRESENT VOLUNTEER OPPORTUNITY

Volunteer Visitor for Mental Health Victorian Order of Nurses (VON)

Description: Provide support and encouragement to Seniors with mental health problems to become self sufficient and supported towards independence and to develop social and recreational opportunities to enhance their quality of life so as to remain a valued & contributing member of the community.

Deadline: Not specified.

For more information, contact:

Samina Talat, Coordinator
Tel: 905-821-4474 ext. 2300
E-mail: talats@von.ca

Volunteer Listings (2004.VL.0450), January 6, 2004

PAST JOB POSTINGS FROM THE CAREER CENTRE

The following sample of past job postings were all obtained by doing a search of Career Centre postings limited to a single NOC Code – SOC-411 (Law, Law Enforcement) – with the exception of the Foreign Language Intelligence Analyst one. The majority of jobs related to protective services fall under that code. Visit the Career Centre web site at www.utm.utoronto.ca/careers to register and set up your online account to view postings.

Police Constable (salary TBD)
Niagara Regional Police Service, Niagara

Description: The Niagara Regional Police Service is dedicated to serving and protecting residents and visitors within the Niagara Region. We provide quality policing with integrity, diligence and sensitivity, in partnership with the community.

Qualifications: Canadian citizen or permanent resident. 18 years of age or older. Physically and mentally able to perform the duties of the position. Successful completion of Ontario Grade 12 or equivalent. Valid non-probationary driver's license with no more than 6 demerit points accumulated. Free of criminal convictions for which a pardon has not been granted. *Preference will be given to candidates with college/university education and/or previous relevant experience.* All applicants must also be in possession of current Standard CPR and First Aid certificates.

RGES, November 11, 2002

Communication Operator (\$39,550-48,481)
Toronto Police Service, Toronto

Description: Receive incoming calls on the 9-1-1 line and initiate the appropriate police, ambulance, or fire response. Operate various computerized communication consoles and associated equipment to receive, assess and relay information from the public to police personnel in a courteous, accurate and expedient manner. Dispatch and respond to requests from police personnel. Maintain radio contact with varying number of police officers.

Qualifications: Analytical. Communication.

RGES, March 8, 2002

Foreign Language Intelligence Analyst (salary TBD)
Communications Security Establishment, Ottawa

Description: The role of the Communications Security Establishment (CSE) is to provide both the means to ensure the security of federal government communications and a service of signals intelligence in support of Canada's foreign and defence policies. The position of Foreign Language Intelligence Analyst involves analysis, research, translation, transcription and report writing.

Qualifications: Superior analytic, research, and report-writing skills. Demonstrated interest in global economic and political affairs. Demonstrated interest and ability in computer and communications technology. Proficiency in at least one Asian, Middle-Eastern, North African or European language. Must be a Canadian citizen, and be eligible for a security clearance involving a background investigation. Must be able to communicate effectively in English and to work as part of a team.

RGES, October 23, 2002

Bilingual Fraud Prevention Specialist (\$14.52/hr)
CIBC, Card Products Division, Toronto

Description: The Fraud Prevention Specialist will investigate fraud applications, account takeover and fraudulent cheque schemes attempted or perpetrated against Card Products Division, conduct thorough reviews and investigations of current and emerging trends and patterns on all applications referred or identified within asap, hawk, or other sources. The Fraud Prevention Specialist will also develop specific investigative and security procedures to counteract fraudulent activity and minimize fraud losses.

Qualifications: Clear and concise verbal and written communication skills in both official languages (English and French). Experience in an investigative role. Previous experience in a credit card or banking environment, in a front line service role an asset. Customer Service experience in any environment. Analytical problem-solving decision-making skills sufficient to make judgments and decisions, often within narrow time frames. Knowledge related to application investigations an asset. Experience dealing with police on fraud investigation an asset. Good time and self-management skills.

RGES, November 22, 2002

Loss Prevention Officer (\$8.50-10.00/hr)
Tuff Control Systems Ltd, GTA

Description: Tuff Control Systems Ltd. Is hiring part-time Loss Prevention Officers to work in a variety of stores including large department stores. Competitive rates.

Qualifications: Law and security background an asset but will train successful candidates. Vehicle an asset. Communication. Interpersonal. Physical.

Part-Time Temporary Employment Service, September 19, 2000

WalkSafer / Building Patrol (\$10.81/hr)

University of Toronto at Mississauga, Mississauga

Description: The WalkSafer Service is currently recruiting students who are interested in part-time, casual employment as patrollers. Typical duties: Provide escorts to persons on campus and to transit locations near campus; patrol campus and selected building interiors; report any hazards, safety or security incidents to the University Police.

Qualifications: The successful incumbent must be a University of Toronto student for the 2002-2003 years. Be able to work during the evening/night hours. Be able to work outdoors for extended periods of time in adverse weather conditions. Capable of providing walking escorts on campus and nearby locations. Be of good character. Good verbal communication skills and interpersonal skills.

Part-Time Temporary Employment Service, July 19, 2002

GRADUATE PROFILES

Ryan Duquette (1999)

Honours B.A.

Majors: Sociology, Crime and Deviance

Minors: Philosophy, Anthropology

First Job Title: Program Coordinator

First Job Organization: Child Find Ontario

How long did you work there? 6 months

Current Job Title: Constable - Youth Education Bureau

Current Organization: Peel Regional Police

How satisfied are you with your job? Very satisfied.

Likes/dislikes? Like - working with children, making a difference in the world.

Does your current job live up to your career expectations? Yes.

Continued education? Alternative Dispute Resolution - U of T

Advice/insights: Community Involvement, report-writing skills, presentation skills.

Realities of job: Shift work, dealing with very difficult people, seeing the world differently, lots of paper work.

Job trends in your field: Community policing, Intelligence-led policing.

Jeff Clarke (1988)

Honours B.A.

Majors: English, History

First Job Title: Probation and Parole Officer

First Job Organization: Ministry of Correctional Services

How long did you work there? Continuing

How satisfied are you with your job? Very satisfied.

Likes/dislikes? I enjoy meeting with clients and helping them to deal with their problems, seeing progress in clients lives, writing court reports, participating in committees within the community to help effect change or deal with specific issues, using technology in new and different ways.

Does your current job live up to your career expectations? Yes.

Continued education? Completed Master of Theology program at Ontario Theological Seminary after graduating from University of Toronto.

Advice/insights: Try to determine what is important to you in a career so you can narrow down what type of job you may be interested in. Look for something you will enjoy not just something that will pay well.

Realities of job: Most jobs have ups and downs but the key is to find a job you can find enjoyment and challenges on a consistent basis.

Job trends in your field: This job continues to move more and more towards technology. Additionally there is more focus on public safety. There is a new act replacing the Young Offenders Act called the Youth Criminal Justice Act, which will mean significant changes in how youthful offenders are supervised. Other areas with increased focus are Domestic Offenders and Sex Offenders.

Neil Menezes (2001)

Honours B.A.

Specialist: Economics and Political Science

I joined the reserves in 1998 while I was still an undergrad as a Maritime Surface Officer (MARS) and have recently remustered as a Naval Control of Shipping Officer (NCS). I have spent the last 4 years as a reserve officer, working with the navy and with going to school or working. Of these 4 years. I have spent over 1 year (cumulative) as a full time reservist.

As a MARS Officer, I was on the bridge, in charge of the ship. In fact, I was on base in Victoria for Sept 11, 2001 and by October I was on ship based out of Halifax. But after that contract, I decided it was time for a change. I changed my classification to a Naval Control of Shipping Officer early 2002. NCS Officers collect, compile and analyse maritime intelligence. In the coming year, the NCS trade will be reclassified to Maritime Intelligence with a sub-specialty of NCS.

After I finished my first 2 NCS courses, I returned home and took a position as the Unit Information Officer at my unit (Media and Public Relations). On the civilian side, I took a contract at the US Consulate doing Import/Export Trade until this past December and this month I started a contract with the United Nations developing an on-line business training program.

Current Job Title: Unit Information Officer and NCS Officer

Current Organization: Canadian Navy

How satisfied are with your job? Very. The Navy has offered me opportunities and experiences that I would never have experienced otherwise.

Likes/dislikes? Multiple facets and flexibility.

Does your current job live up to your career expectations? Absolutely. I find I am challenged daily and constantly am developing my skills.

Advice/insights: Always reach higher than you expect, who knows, you may get it.

Realities of job: Be ready to deal with difficult situations. But if you handle them with integrity, you will always win in some form.

Job trends in your field: Many Political Scientists and people interested in Intelligence go my path.



UTM CAREER CENTRE RESOURCES

<http://www.utm.utoronto.ca/careers>

Workshops and Resume Critiques

Explore Your Career Options, Resume and Cover Letter, Online Applications, Effective Interviews, Summer Job Search, Now That I'm Graduating... What's Next?

Special Events

- *Volunteer Fair*: meet representatives from organizations in the community offering volunteer opportunities and learn how to become involved (e.g. Child Find Ontario)
- *Professional Schools Fair*: meet representatives from professional and graduate schools, as well as colleges offering post-graduate diplomas (e.g. Michener Institute)
- *Career Expo*: meet representatives from a variety of companies and organizations (e.g. Peel Regional Police, Toronto Police Service, Canadian Security Intelligence Service, Canada Customs and Revenue Agency, Toronto Fire Services)
- *Internship Fair*: meet representatives from companies and organizations offering internship opportunities to students or recent graduates
- *Summer Job Fair*: speak with employers that offer a wide variety of summer jobs
- *Extern Program*: career exploration program in an area of your choice
- *Alumni Mentorship*: be matched with UTM alumni in your field of interest (e.g. police officer)

Career Counsellors

Professional career counsellors are available for individual appointments to discuss your needs and concerns regarding career planning and job search.

Career Assistants

Students helping students. Career Assistants are always available to help you with the resources of the Career Centre, to provide information about events, and to answer general questions about career planning and job search.

Career Cruising

Career tool containing Canadian information. Use it to read job descriptions, to learn about typical career paths and earnings for each occupation, to find out the educational requirements for a career of your choice, and more.

Resource Library

The Career Centre's collection of print and electronic resources, including job and volunteer postings, information and preparation tools for admission tests, information about careers, work search, studying and working abroad, internships, and more.

Red Occupational Binders

Information on many different occupations. The National Occupational Code for most careers in protective services is SOC-411.