

CRIMINAL INTELLIGENCE SERVICE ONTARIO
Coordinated Intelligence Collection Centre (CICC)

POSITION TITLE: **Regional Intelligence Coordinator (RIC)**

RANK: **Detective Constable**

LOCATION: **Representing District 3 East Region**

District 3 East Region represents nine Police Services/Bureaus in the province of Ontario including:

- Belleville PS
- Brockville PS
- Cornwall PS
- Cornwall RCMP Border Integrity
- Gananoque PS
- Kingston PS
- Ottawa PS
- Smiths Falls PS
- VIA Rail Police

PURPOSE:

The purpose of this position is to represent the District 3 East Region in relation to serious and organized crime affecting the communities they serve.

The District 3 RIC will be responsible for facilitating the collection and sharing of intelligence information related to the identified provincial priorities in Ontario. Intelligence information collected will be stored centrally within the Coordinated Intelligence Collection Centre (CICC) for collation, analysis and the creation of strategic intelligence assessments.

Provincial priorities include, but are not limited to:

- ***Street Gangs***
- ***Illicit Drugs***
- ***Firearms / Firearms trafficking***
- ***Human Trafficking***

- **Motor vehicle thefts**

DUTIES AND RELATED TASKS:

Reporting to the CISO Provincial Field Intelligence Coordinator, the position will be responsible for:

- Member Agency engagement and the planning of the quarterly meetings.
- Project cultivation and Project submissions.
- Bi-weekly reporting.
- Project Financial submission tracking.
- Project close-out reporting.
- Intel reporting submissions and CIROC compliance.
- One time grant submissions and associated quality control on submissions
- Regular monitoring of District agencies Major Crime Indicators that relate to the Provincial Priorities: (Firearms, Street Gangs, Major Drug Seizures, Auto Theft, Human Trafficking).
- Assist with Intelligence collection of emerging crime trends and organized crime groups.
- Assist with the CIMS and OCIRMS onboarding if required.
- Assist with appropriate CISO training initiatives if (FIO program, UC operations, CIMS).
- Acting as a conduit for sharing intelligence information from East Region Police Services with the CICC and the Provincial Street Gang Joint Analytical Working Group.
- Maintaining regular contact with all District 3 Police Services and monitoring their participation in the collection and sharing of intelligence information.
- Assisting in the dissemination of intelligence produced by the CICC to the District 3 Police Services in Ontario.
- Working collaboratively with other RIC's and CISO Intelligence Liaison Officers deployed across the province.
- Responding to requests from the Provincial Field Intelligence Coordinator.
- Ensuring that intelligence information is placed on appropriate intelligence forms and uploaded to ACIIS when applicable.
- Preparing relevant reports, presentations, to assist with capturing performance metrics in support of the CICC program.

Job Knowledge, Skills and Licenses Required:

- **Due to the nature of the position the applicant would be seconded to the Provincial Bureau of CISO and must be employed by a Police Service (as set out in the *Community Safety and Policing Act, 2019*).**
- Working knowledge of intelligence/investigative/enforcement operations.

- Working knowledge of computer word processing skills and general computer operation.
- Demonstrated ability to identify and resolve problems arising from multi-jurisdictional work teams.
- Proven consultation, networking and interpersonal skills to facilitate positive and effective relationships with law enforcement agencies.
- Excellent problem solving, negotiation and communication skills.
- Proven capacity to provide advice/guidance to senior decision makers.
- Excellent verbal and written communication skills to provide training lectures, information sessions and specific instruction on CISO programs and services.
- Demonstrated understanding of intelligence databases including ACIIS.
- Demonstrated project management skills.
- Valid driver's licence to travel extensively to support remote field work.
- ***Regional Intelligence Coordinators must meet home police service requirements for assignment to their specific intelligence unit including relevant requirements for internal security clearance.***