



# **SIKSIKA NATION ADMINISTRATION**

Post Office  
Box 1129  
T0J 3W0

SIKSIKA, ALBERTA

Telephone (403) 734-5100  
Calgary Direct (403) 264-7250

March 31, 2021

## **Request for Proposal: Protective Services Supervisor**

This request for proposal (RFP) is to contract a Supervisor for the Siksika Protective Services. This position is responsible for leading a team of Community Peace Officers to maximize safety and service from an administrative capacity. The supervisor is responsible for managing the processes, and comprehend complex operations, and liaise with community agencies, and other stakeholders that require assistance.

Your RFP submission should include the following:

- Knowledge of Law Enforcement operations, procedures and regulations;
- Post-Secondary in Criminal Justice with a focus on Administration will be an asset;
- Current and up to-date designations and certifications;
- Minimum of 5 years administering programs and departments;
- Experience with computer software applications and word is essential;
- Minimum of 5 years work experience with staff supervision;
- State what other trainings are available for peace officer personnel;
- Demonstrate your plans for an effective and efficient Law Enforcement operation;
- Name of person as a point of contact for the reference check.

If your RFP does not address the above-mentioned criteria, it will be disqualified. Proposal submissions must be signed by you.

The deadline to submit is **April 21, 2021 at 12:00 p.m. (noon) MST.**

Please note, due to the situation concerning COVID-19, there will be no public access to the Siksika Nation Tribal Administration building until further notice. Submissions must be made by email to the Siksika Human Resource Recruitment Officer, described as follows:

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Siksika Nation Human Resource Department  
P.O. Box 1100, Siksika, Alberta T0J 3W0  
EMAIL: [TennieRR@siksikanation.com](mailto:TennieRR@siksikanation.com)

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