



JOB OPPORTUNITY

Parking Enforcement and Patrol Officer

Seasonal

Located in the beautiful upper Fraser Valley, the Resort Municipality of Harrison Hot Springs is a friendly community with beautiful beaches, a vibrant cultural scene, and a balanced urban-rural lifestyle. Harrison is a small community with a population of 1900 year-round residents and summer visitors numbering in the thousands.

The Seasonal Parking Enforcement and Patrol Officer, reporting to the Corporate Officer, is responsible for supporting the enforcement of municipal parking regulations and conducting routine patrols to promote public safety, compliance, and orderly use of Village property.

The key responsibilities of this position include:

- Patrolling all areas of the Village with an emphasis on the beach front areas during peak tourist season.
- Enforcing the pay parking and boat launch programs and monitoring public areas and facilities for bylaw compliance.
- Issuing and processing enforcement and Bylaw Notices; immobilizing vehicles parked in no parking areas, attending court to defend tickets; administering other minor penalties as assigned.
- Performing administrative tasks including ticket processing and collection matters.
- Working directly with other Officers to ensure continuity and enforcement of priority files.
- Ensuring complaints are addressed in accordance with the Village's Bylaw Enforcement Policy.
- Completing daily shift reports.
- Liaising with event security and local police to ensure safe and enjoyable experiences for the public.

The ideal candidate will be a results-oriented team player with the following knowledge and skillsets:

- Completion of grade 12 plus sound experience in inspectional or patrol related work. Completion of the Bylaw Compliance, Enforcement & Investigative Skills course (Level 1) as offered by the Justice Institute of B.C. would be an asset. An equivalent combination of education and experience may be considered.
- Working knowledge of inspectional and investigative work.
- Physically fit and able to work in all weather conditions.
- Proficiency in technology such as the Microsoft Office suite and the ability to learn new programs and applications quickly.
- Must have excellent written and verbal communication skills, including skills in conflict resolution. Formal conflict resolution and/or de-escalation training would be an asset.
- Ability to deal diplomatically with the public, using a courteous and tactful manner.
- Ability to work collaboratively across Village Departments.

- Possess a class 5 BC Driver's Licence.
- Required to obtain a Police Information Check (PIC).
- Willing to work flexible hours, including evenings, weekends, and holidays.

Hours of Work

This seasonal part-time position offers flexible hours, ranging from 3-5 days per week at 7 hours per day, between the hours of 8am – 8pm with potential to extend to 10pm based on need.

The anticipated duration of this position will be until mid-September.

The Village offers a starting hourly rate of \$30.00 per hour plus an additional 15% paid in lieu of benefits. Qualified candidates are invited to apply in confidence to:

Village of Harrison Hot Springs
PO Box 160, 495 Hot Springs Road
Harrison Hot Springs, BC V0M 1K0

Or via e-mail at: sschultz@harrisonhotsprings.ca

Posted June 11, 2026