



EPS Promotion Process Review

**Presented for Information to the
Edmonton Police Commission**

Thursday, February 19, 2015
A/Inspector Randy Topp



Introduction

- This presentation will provide an overview of the structure of the promotion process.
- The yearly process identifies sworn members who are ready for immediate promotion and future leaders of the service.
- The process involves a competency based assessment with input from supervisors and divisional management. ₂

Stages



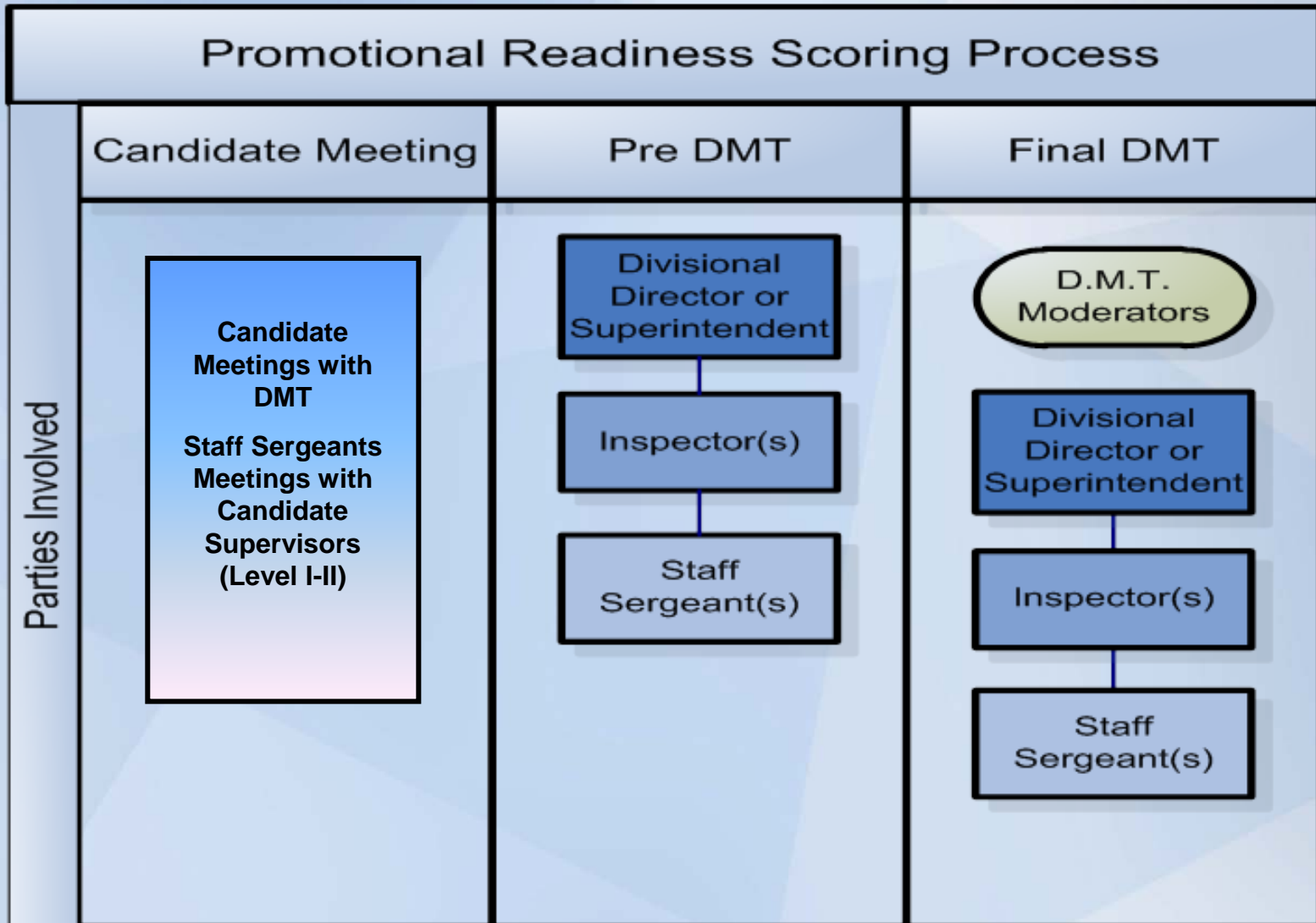
- I Application (10%)
- II Written Assessment Exam (25%)
- III Divisional Management Team (35%)
- IV Behavioral Event Interview (30%)
- V Promotion Board / Chief's Committee Ratification

Stage II Knowledge/Problem-Based Promotional Assessment (25%)



- Two-hour rank specific written assessment.
- Multiple choice and/or short answer format.
- Questions focused on leadership, investigation and management skills.

Stage III – Candidate Readiness for Promotion Assessment & DMT Process



Stage IV – Behavior Event Interview (30%)



- Focused on the identified competencies
- 3 senior officers made up the interview team

Stage V – Promotion Board – Chief’s Committee Ratification of Promotions

- The final list of promotions and placement of successful candidates provided to Chief’s Committee for ratification.

Professional Standards Branch Review

- All applicants are subject to a PSB check.
- The 2014 PSB check process has been revised in 2015.
- In 2014, the following may have prevented a candidate from continuing in the process:
 1. Outstanding criminal charge(s).
 2. A finding of deceit contrary to the *Police Act*.
 3. A finding of misconduct within 2 years of the promotion announcement date.
 4. A finding of misconduct during the promotion process.
 5. A finding of misconduct while on a list awaiting promotion.

PSB Review Continued

- The following may have delayed a final decision about a candidate's suitability for promotion:
 1. Being a subject of a pending disciplinary hearing.
 2. Being a subject of an on-going investigation.

2015 PSB Review

- The PSB check will be reviewed by Superintendent/Executive Director of HR.
- A final PSB review will be conducted at the conclusion of Stage IV.
- **The following will preclude a candidate from participating in the process for 5 years:**
 1. A finding of guilt for a criminal offence.
 2. A finding of deceit or an act of deception contrary to *Police Act*.

2015 PSB Review Continued

- **The following may prevent a candidate from continuing in the process:**
 1. Outstanding criminal charge(s) or a finding guilt beyond the 5 year preclusion timeframe.
 2. A finding of deceit or a deceptive act beyond 5 years preclusion timeframe.
 3. A finding of misconduct without a hearing within 3 years of promotion announcement date.
 4. A finding of misconduct with a hearing within 5 years of the promotion announcement date.
 5. A finding of misconduct during the promotion process.
 6. Any other matter that may reasonably affect public confidence in the EPS.

- **Lastly, the following may delay a final decision on a candidate's suitability for promotion:**
 1. Being a subject of a pending disciplinary hearing.
 2. Being a subject of an on-going criminal or PSB investigation.



Questions?

Stage III – Promotional Readiness Scoring Matrix



Score	Descriptive Statement
9	Candidates who have achieved absolute mastery of the competency. Few candidates will achieve this level of achievement and in doing so will stand out as an example to their peers in the process.
8	Candidates who have mastered the majority of anchor statements and are clearly one of the strongest candidates in the competency compared to other candidates.
7	Candidates who are above par to that of their peers involved in the process as it relates to the competency.
6	Candidates who are slightly above par to that of their peers in the process as it relates to the competency.
5	The median candidate who is on par to that of their peers in the process as it relates to the competency.
4	Candidates who are slightly below par to that of their peers in the process as it relates to the competency.
3	Candidates who are below par to that of their peers in the process as it relates to the competency.
2	Candidates who seldom demonstrate the behaviors associated with the competency and definitely require further development before being considered for promotion.
1	Candidates who have not developed or do not demonstrate the competency at a level appropriate for immediate advancement.



Edmonton Police Service 2014 Promotion Process Calendar

August							September							October						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
					1	2		1	2	3	4	5	6				1	2	3	4
3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11
10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18
17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25
24	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31	
31																				
November																				
S	M	T	W	Th	F	S														
						1														
2	3	4	5	6	7	8														
9	10	11	12	13	14	15														
16	17	18	19	20	21	22														
23	24	25	26	27	28	29														
30																				
Applications Accepted							Exam Write							Appeals Adjudication						
Professional Standards Review							DMT Candidate Presentation							Interview Scheduling						
Chief's Committee Review							DMT Meetings							Stage 4 Interviews						
Holiday							Announcements & Appeals							Promotion Board						
							Promotions Announced													

Competency	Competency Description
Core Competencies	<p><u>Motivates individuals and groups to act toward achieving common goals</u></p> <p><u>Leadership</u></p> <ol style="list-style-type: none"> 1. <u>Integrity</u> – upholds the highest standards of honesty and ethics 2. <u>Initiative</u> – analyzes problems with a commitment to exceeding a standard of excellence 3. <u>Decisiveness</u> – makes decisions and acts effectively under pressure 4. <u>Coaching</u> – demonstrates the desire to improve oneself and to foster the performance and development of others 5. <u>Teamwork</u> – works cooperatively to achieve group and organizational goals <p><u>Management</u></p> <ol style="list-style-type: none"> 1. <u>Analysis</u> – shows initiative, understands implications and recognizes patterns not readily available 2. <u>Flexibility</u> – changes thinking and approach in the face of new information 3. <u>Organization</u> – ensures tasks are complete and sets clear expectations and performance targets for self and others <p><u>Investigation</u></p> <ol style="list-style-type: none"> 1. <u>Interviewing</u> – structures and conducts complex interviews 2. <u>Search Warrant Execution</u> – displays competent search warrant preparation and execution 3. <u>Thorough</u> – exhausts all investigative avenues 4. <u>Adaptable</u> – demonstrates capability of developing unique investigative means