



FOCUS
COLLEGE

BYLAW ENFORCEMENT OFFICER LEVEL 1 & 2

IT ALL STARTS HERE!

ENDLESS OPPORTUNITIES

GLOBALY RECOGNIZED

LEADING EDGE

UNIVERSITY PARTNERSHIPS



EARN YOUR CERTIFICATE IN JUST 2 WEEKS AT FOCUS COLLEGE!
Bylaw Enforcement Officers are in high demand! Required duties have expanded into areas which were once strictly handled by police officers. Today's Bylaw Officers are integral to the municipalities they serve. Contact a Focus College Admissions Representative to make your career dreams come true.

"I took Bylaw 1 & I gained employment with the Regional District. Now taking Bylaw 2 which will help me further my career."

Jordan Blaskovits



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BYLAW ENFORCEMENT OFFICER LEVEL 1 & 2

1-week Bylaw Enforcement Officer Level 1 - 1-week Bylaw Enforcement Officer Level 2

Hands-On Bylaw Enforcement Officer Program

In just 2-weeks, you can receive your Bylaw Enforcement Officer Level 1 & 2 Certificates and be qualified to enter this rewarding and gratifying career, with a starting wage of \$24/hour or more.

It doesn't get any better than this!

Career Opportunities

The Bylaw Enforcement profession continues to expand into more exciting and important paths, creating more opportunities than ever before. Careers to consider: Bylaw Enforcement Officer, Community Response Unit (CRU) Officer, Senior Duties Bylaw Officer, Animal Control Officer, Dog Control Officer, Business License Officer, Bike Patrol Officer, Bylaw Manager, Bylaw Supervisor...and many more!

Enroll Today

Focus College campuses are centrally located in Kelowna and Surrey, BC. You will not find a better opportunity to train for only 1 or 2 weeks and be fully qualified for a great paying and in-demand career! Funding options may be available.

Contact one of our friendly Admissions Representatives today for more information and to secure your spot in the next program start date. Don't delay! Only limited spaces available.

Admission Requirements

- Minimum Grade 12 or Canadian equivalent, or mature student status, or relevant work experience.
- English proficiency is also required to enroll in the Bylaw Enforcement Officer Level 1 & 2 programs.

Curriculum Breakdown

Bylaw Enforcement Officer Level 1

- Communication and Active Listening
- Investigational Procedures
- Interviewing and Statement Taking
- Notes and Notebooks
- Report Writing
- The Court Systems in BC and Canada
- The Canadian Charter of Rights and Freedoms
- Privacy Legislation
- Human Rights
- Rules of Evidence
- Civil and Criminal Liability
- Due Diligence
- Federal, Provincial and Municipal Legislation
- Various Statutes, Including the Local Government Act, Municipal Act, Police Act, and Community Charter

Bylaw Enforcement Officer Level 2

- Refresher – Notes and Notebooks
- Using Digital Cameras to Produce Photographs for Evidence
- Framework of Local Government
- Building Bylaw and Compliance
- Communication and Conflict Resolution Skills
- Personal Safety Skills
- Credibility and Cross Examination
- Powers of Arrest
- Tour of the Courthouse and Court Attendance
- Swear in Information
- Putting Court Packages Together and Presenting a Case in a Mock Trial
- Traffic Direction and Control

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"The instructor is a creative and innovative force in his teachings... everything that a good program should be."

Curtis Svenson (Focus College Graduate)