



Want to be more involved with College matters? Why not apply to be a complaints investigator?

We are looking for individuals that would like to be more involved with the College and the overall regulation and compliance of their peer group. By becoming an investigator for the College, we offer you training in workshops such as investigator & inspector training.

To be an investigator you must be:

- analytical
- approachable
- an effective communicator
- objective
- organized
- professional with a high level of integrity demonstrated by ability to maintain confidentiality
- reliable, dependable and punctual
- thorough
- able to understand the six specialties of the ACMDTT

The role of an investigator includes:

- understanding the mission and mandate of the College
- taking the lead or playing the role of secondary investigator in conducting an investigation, communicating with the Complaints Director, secondary investigator (when appointed), complainant, investigated member and any other party involved in the complaint
- being an impartial fact-gatherer
- providing a written investigative report when investigation is complete
- possible witness in a hearing

Investigators will be appointed on a case-by-case basis by the Complaints Director and will be required to gather evidence regarding complaints received by the College. Upon submission of the investigative report, a complaint will either be dismissed or proceed to a hearing, or a form of settlement.

If you would like to be a part of the College's investigation team, please contact us. We ask that you forward your resume and a brief description as to why you'd be a great addition to the team. We thank all interested applicants, however, only those selected for an interview will be contacted.

Please submit your interest by September 29, 2017 to:

A. Hislop
Executive Assistant
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