

Job Descriptions

IN THE BC PUBLIC SERVICE



Where ideas work

Position Number: **Benchmark Job #198**

Ministry: Environment, Lands and Parks

Branch: Operations & Maintenance

Location: Parksville

Working Title: **Senior Park Ranger**

Level: Range 13

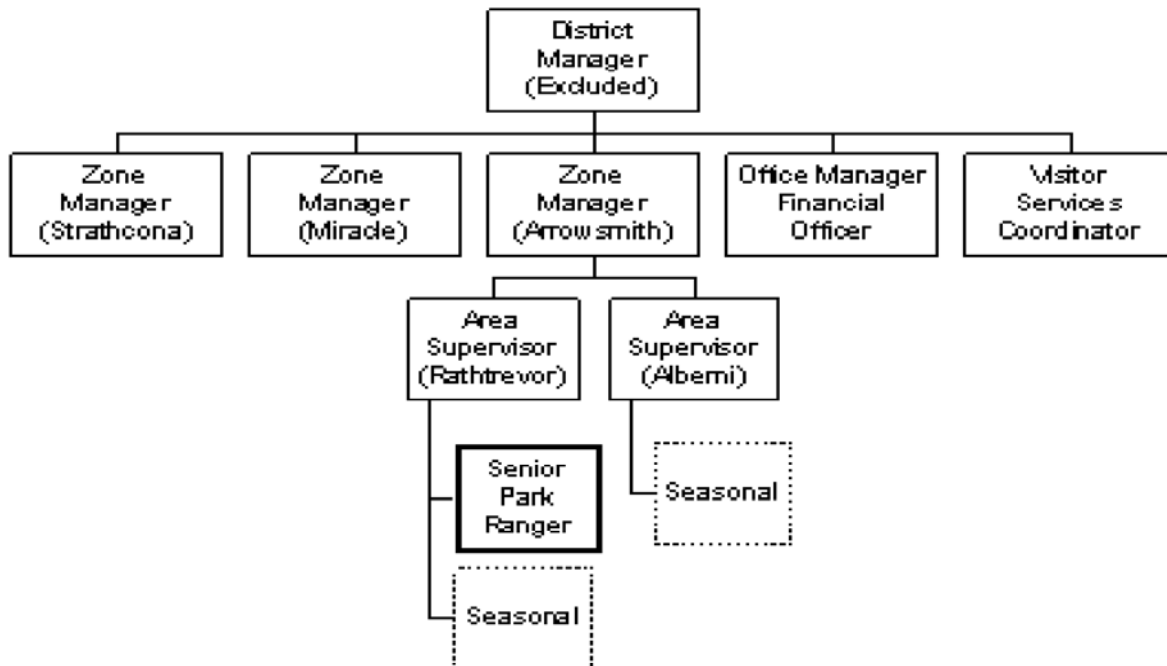
NOC Code: 2224

PRIMARY FUNCTION

To deliver programs in Rath Trevor Area Parks; act as frontline contact with the public and contractors; issue tickets and citations relating to acts, statutes and regulations; and oversee the maintenance of facilities and assets.

JOB DUTIES AND TASKS

1. Provides for the delivery of parks programs
 - a. represents BC Parks as frontline public contact, provides a uniform presence and supplies information
 - b. conducts Park inspections including monitoring of contracted visitor interpretative programs, identifies Park issues, provides information to contractors and compiles reports on findings
 - c. coordinates work for assigned facility and resource projects
 - d. provides information in the development of annual management plans
 - e. provides information on Park conditions and needs for District Park Management team to establish priorities and program directions
 - f. develops job safety analysis for projects assigned
2. Protects visitors and resources
 - a. identifies and corrects public safety hazards
 - b. assists Police and rescue agencies to carry out patrols and rescues by initiating searches and by providing information, maps and directions
 - c. assists public with first aid and security issues
 - d. provides initial attack to suppress fires and supports to forest service personnel on fire suppression
3. Issues citations and enforces park rules
 - a. monitors operational permits, park use and resource use permits
 - b. issues tickets and citations to appear in court, relating to the Park Act, Park and Recreation Area Regulations, Motor Vehicle Act, Health Act, Litter Act, Wildlife Act and Heritage Conservation Act
4. Inspects, maintains and repairs facilities and assets
 - a. inspects Park facilities and carries out repairs when required
 - b. operates and maintains tools and equipment such as chain saws, woodworking tools, pressure washer, boats and vehicles
 - c. maintains a clean and safe working environment for the shop and yard
 - d. installs and updates Park information shelters and interpretative signs
 - e. undertakes minor repairs such as pathways, railings etc.
 - f. undertakes, lays out and monitors the construction of trails and other routine Park improvements
5. Performs other duties
 - a. assigns, monitors and reviews work of up to 3 FTE auxiliary workers and students
 - b. monitors and requisitions replacement of uniforms, park promotional and other supplies
 - c. authorizes purchases of materials for projects using local minor purchase orders of up to \$1,000 per transaction and to hire equipment and operator contractors for special projects
 - d. maintains property inventory files and vehicle files



FACTOR	REASON FOR CLASSIFICATION	DEGREE	POINTS
1	<p>JOB KNOWLEDGE</p> <p>Understand and apply the accepted methods of park operations to provide delivery of a full range of park programs including conservation, extension and resource, maintain and ensure security of facilities, vehicles and equipment, perform inspections and monitor contracted services and projects.</p>	E	145
2	<p>MENTAL DEMANDS</p> <p>Judgement to assess park projects and choose an approach using a combination of accepted parks operations methods and equipment to monitor operational permits and contractors work to ensure satisfactory completion of work, identify and correct safety hazards, ensure maintenance of park facilities and develop parks improvement projects.</p>	D	100
3	<p>INTERPERSONAL COMMUNICATION SKILLS</p> <p>Persuasion required to use basic counselling skills to encourage park users to comply with conditions of various acts within parks including public behaviour and security issues.</p>	D	45
4	<p>PHYSICAL COORDINATION AND DEXTERITY</p> <p>Moderate coordination and dexterity required to use hand or power tools to refinish lettering on park signs.</p>	C	15
5	<p>RESPONSIBILITY FOR WORK ASSIGNMENTS</p> <p>Guided by general procedures or instructions, selects alternative course of action to monitor contracted services including those for interpretive programs, maintenance and construction in parks, identify and correct safety hazards, enforce parks rules and inspect park facilities.</p>	D	75
6	<p>RESPONSIBILITY FOR FINANCIAL RESOURCES</p> <p>Moderate financial responsibility to authorize purchases using Local Minor Purchase Orders of up to \$1,000 per transaction and to hire equipment and operator contractors for special projects.</p>	D	22.5

FACTOR	REASON FOR CLASSIFICATION	DEGREE	POINTS
7	RESPONSIBILITY FOR PHYSICAL ASSETS/INFORMATION Significant responsibility to ensure maintenance and repair of park facilities and assets.	D	22.5
8	RESPONSIBILITY FOR HUMAN RESOURCES Responsibility to assign, monitor and review the work of three seasonal workers (1+ to 5 FTEs).	CD	14
9	RESPONSIBILITY FOR WELL BEING/SAFETY OF OTHERS Significant care and attention to provide search and rescue and initial fire attack services in park.	D	25
10	SENSORY EFFORT/MULTIPLE DEMANDS Focused attention to detail to frequently visually and by hearing and smell inspect park facilities.	C	12
11	PHYSICAL EFFORT Relatively heavy physical effort to occasionally lift and carry heavy equipment and supplies.	D	18
12	SURROUNDINGS Exposure to all weather conditions frequently where shelter is available when inspecting and working in parks.	C	6
13	HAZARDS Significant exposure to hazards from frequent working alone in remote areas on field trips.	D	9

Total Points: 509

Level: Range 13