

TITLE: NATURAL RESOURCE OFFICER – INSPECTIONS

CLASSIFICATION: STO (RES) 18

MINISTRY: FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS

WORK UNIT: COMPLIANCE & ENFORCEMENT

SUPERVISOR: NATURAL RESOURCE OFFICER – SUPERVISOR OR NATURAL RESOURCE OFFICER – LICENSED SUPERVISOR

JOB OVERVIEW

To inspect permit/work sites and respond to reports/complaints of administrative or civil non-compliance with program legislation and regulations; issue tickets/fines in situations where legislation and/or regulations are clear and determination of non-compliance does not require extensive multifaceted investigation. Complex cases of non-compliance requiring in-depth investigation are escalated.

ACCOUNTABILITIES

- Conducts preliminary investigations, background checks and/or field inspections/patrols.
- Analyzes data sources to assess risk for non-compliance and identifies cases for further investigation.
- Conducts or participates in investigations; gathers and secures evidence in accordance with recognized court practices, standards, and related information management requirements.
- Compiles evidence, prepares and documents detailed and comprehensive reports listing facts and drawing conclusions associated with the case.
- Exercises statutory authority by issuing tickets/fines and/or recommending a course of administrative penalties.
- Identifies and refers serious cases of criminal activity and/or non-compliance to senior staff or other agencies for further investigation.
- Testifies on behalf of the ministry in court proceedings.
- Provides information relating to program legislation, regulations and policies to local governments, enforcement agencies, relevant industry contacts and the general public.

May also include:

- Prosecutes violation tickets in criminal court.
- Participates in joint investigations with other agencies.

JOB REQUIREMENTS

- Diploma, certification or equivalent in a related discipline such as administrative law, investigation and enforcement, or criminology.
- Experience in the interpretation and application of legislation.

- Knowledge of relevant legislation, regulations and/or policies governing the regulatory program.
- Valid driver's licence.
- May be required to operate a variety of equipment.
- Successful completion of security screening requirements of the BC Public Service, which may include a criminal records check, and/or Criminal Records Review Act (CRRA) check, and/or enhanced security screening checks as required by the ministry (**Note: It is important that you read the job posting carefully to understand the specific security screening requirements pertaining to the position**).

BEHAVIOURAL COMPETENCIES

- **Problem Solving/Judgement** is the ability to analyze problems systematically, organize information, identify key factors, identify underlying causes and generate solutions.
- **Concern for Order** reflects an underlying drive to reduce uncertainty in the surrounding environment. It is expressed as monitoring and checking work or information, insisting on clarity of roles and functions, etc.
- **Information Seeking** is driven by a desire to know more about things, people or issues. It implies going beyond the questions that are routine or required in the job. It may include "digging" or pressing for exact information; resolution of discrepancies by asking a series of questions; or less-focused environmental "scanning" for potential opportunities or miscellaneous information that may be of future use.
- **Self Control** is the ability to keep one's emotions under control and restrain negative actions when provoked, faced with opposition or hostility from others, or when working under stress. It also includes the ability to maintain stamina under continuing stress.