



JOB DESCRIPTION

TITLE: NATURAL AREA RESTORATION TECHNICIAN

DEPARTMENT: Parks, Recreation & Culture

LEVEL: 11 (Subject to JE)

Position Last Evaluated: N/A
Job Desc. Last Updated: N/A

JOB SUMMARY

Under the direction of the Manager, Parks Operations, the incumbent is responsible for planning, undertaking and assigning maintenance and assessment work within the City's natural area parks, developed parks and streetscapes.

TYPICAL DUTIES AND RESPONSIBILITIES

1. Plans and undertakes natural area management work within the parameters of the department and the Official Community Plan. Applies natural area management techniques and practices in planning, assessing, maintaining, renovating, restoring, and enhancing natural areas.
2. Assesses, plans, implements and undertakes all aspects of natural area work as it pertains to City parks, focusing on habitat restoration, and returning ecological balance to the land.
3. Performs brushing, watering, pesticide application, pruning, invasive plant removal, landscape maintenance and renovation, plant installation, and grading, including basic trail maintenance, fire load reduction and refuse removal. Works on streetscapes and other city owned land as required.
4. Provides direction in the planning and coordinating of contractors, including assisting with scheduling and ensuring deadlines are met.
5. Liaises with City staff and community groups to oversee operations related to community stewardship projects and programs. Serves as a key coordinator for external facing environmental restoration projects.

TYPICAL DUTIES AND RESPONSIBILITIES cont.

6. Develops and maintains asset-based management prescriptions, including preventative maintenance programs. Prepares schedules, inspections and reports related to delivery.
7. Leads key initiatives for Parks Operations green strategic priorities.
8. Prepares annual and seasonal work plans related to ecological restoration, conservation, enhancement and stewardship of natural parks. Assists with policies and projects.
9. Assists in administering contracts for natural area work and maintenance adhering to the City's Purchasing Policy.
10. Prepares schedules, inspections and reports related to the delivery of projects and programs; monitors maintenance level projects and programs to ensure budgets and schedules are met.
11. Assists with the implementation and maintenance of the Computerized Asset Management System within Parks Operations.
12. Acts as department representative with user groups, contractors and members of the public.
13. Performs other duties as required.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

Thorough knowledge of ecological processes, native flora and fauna and regulations for working in natural areas and environmentally sensitive areas.

Thorough knowledge of the methods, procedures, materials, and equipment utilized in the maintenance of natural area parkland.

Ability to identify future requirements for parks, trails and natural areas.

Thorough knowledge of all relevant City of Nanaimo policies and bylaws that pertain to the daily operation of the department.

Ability to work independently with minimal supervision.

Ability to communicate with tact and diplomacy to handle communications and contacts of a difficult or specialized nature.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES cont.

Ability to establish and maintain an effective working relationship with the public, volunteers and internal and external agencies.

Ability to operate chainsaws.

Ability to monitor and direct the work of contractors and consultants.

Ability to maintain accurate records and cost accounting information ensuring budgetary expectations are being achieved.

Excellent oral and written communication skills.

Excellent organizational and multi-tasking skills.

Proficient computer skills in Microsoft Office and municipal programs (such as SAP and HubMap).

MINIMUM TRAINING AND EXPERIENCE REQUIRED

Degree in Biology, Environmental Science, Ecology, or Natural Resource Management from a recognized educational institution.

Minimum 2 years related environmental restoration experience or biodiversity, natural resource or conservation planning/management experience.

Eligible for membership with the College of Applied Biologists as a registered Biology Technologist (RBTech) or registered Professional Biologist (RPBio).

Possession of a valid Class 5 BC Driver's Licence.

Possession of chainsaw certification and a valid BC Pesticide Applicator's certificate (to be obtained within the probation/trial period).

Or an equivalent combination of education and experience.

GENERAL STANDARDS

All employees shall take reasonable care to protect their health and safety, and the health and safety of other persons by becoming familiar with the Occupational Health & Safety (OH&S) Program, following established safe work procedures, using protective equipment, and asking for training if unfamiliar with work requested to perform.

GENERAL STANDARDS cont.

Contributes in maintaining a respectful, safe, and supportive work environment that embraces diversity and where everyone is treated with courtesy, dignity, and fairness.

Adheres to City policies and objectives.