



Making a difference...together

An outcome-driven, high-performance organization respected for its commitment to open, collaborative processes, the CRD is located in beautiful Victoria, BC, which offers the unique charm of a historical capital city while providing a variety of world-class scenic and outdoor opportunities.

SENIOR SUPERVISOR, WILDFIRE, SECURITY & EMERGENCY RESPONSE

\$40.23 PER HOUR (2016 rates)

SUMMARY:

Under the general direction of the Manager, Wildfire, Security and Emergency Response the Senior Supervisor is a professional position which plans, schedules, directs and oversees watershed security, wildfire, spill and emergency response activities as part of the overall management of the Greater Victoria Water Supply Area.

DUTIES & RESPONSIBILITIES:

- Provides leadership, supervision, direction and detailed project management and planning of watershed security, wildfire, spill and emergency response initiatives and projects.
- Directly responsible for project management, project planning, and project direction: including resource allocation, project timelines and priorities, and scheduling activities related to field operations.
- Liaises with and coordinates with internal and external stakeholders.
- Provides leadership to ensure assigned activities are carried out in a manner that protects water quality as the prime objective.
- Provides professional leadership, supervision, guidance and direction on technical projects and programs.
- Provides professional and technical input with the development of assigned plans associated with capital projects related to Watershed Protection programs and activities.
- Assists with the development of program objectives and long range plans.
- Prepares, drafts, reviews and makes recommendations on operational plans. Maintains environmental and financial control over assigned projects and programs.
- Develops, assesses and prepares recommendation on water quality protection plans.
- Develops site plans, standards, specifications and Best Management Practices. Provides project reports and project summaries as required.
- Provides direction through reviewing, making recommendations and approving project specific plans and reports prepared by other Watershed Protection staff.
- Responsible for the planning and implementation of divisional worker safety awareness and safety training initiatives.
- Ensures assigned activities adhere to WorkSafeBC regulations and CRD safety policies and procedures.
- Ensures that all work is performed safely and reports all unsafe work activities or conditions immediately to the Manager, and takes appropriate responsible remedial action immediately
- Ensures other CRD service areas, divisions and departments are notified on safety related matters specific to Watershed Protection activities within the GVWSA.
- Assists with the development and maintenance of the Division's Safety Management System.
- Responsible for overseeing the readiness of the GVWSA's wildfire suppression crews and equipment.
- Ensures protection of GVWSA lands through wildfire prevention, detection and suppression training activities; ensures operational activities adhere to wildfire and smoke management regulations. Serves as one of Watershed Protection's Wildfire Officers. Responsible for monitoring and reporting expenditures relative to assigned plans and budgets and orders/purchasing of material and supplies.
- Responsible for the administration of contract tenders in accordance with CRD policies and procedures.
- Serves as Watershed Emergency Duty Officer responding to emergencies and other work related duties outside of normal work hours.
- Assists with the development and implementation of the Operating Plan, Annual Budget, Annual Report,

- Wildfire and Spill Preparedness and other emergency response plans, specific to assigned responsibilities
- Assists with maintenance of the Division's records, files and maps.
 - Assists with watershed tours and public presentations.
 - Performs weekend and other security/protection patrols and duties and carries out inspections as required.
 - Follows all policies, procedures and standards of the CRD.
 - Performs other related duties as required.

QUALIFICATIONS:

- Degree in related discipline, such as resource or forestry management, environmental sciences, biology, forestry, or geography
- Registered Professional Forester (RPF) registered with the Association of BC Forest Professionals (ABCFP). Consideration may be given to a Registered Forest Technologist (RFT) with demonstrated related fire leadership experience. Consideration may also be given to individuals eligible to achieve an RPF designation, within a reasonable timeframe, with demonstrated related fire leadership experience.
- A minimum of 5 years' related experience including two years at a senior professional level preferably in a domestic water supply/public watershed setting and extensive supervisory experience within an operational watershed/forest management environment including experience in effectively organizing a large, multi-disciplined workforce.
- Experience in developing, managing and administering budgets in an operational environment.
- Extensive experience with wildfire protection at an Incident Commander level or equivalent.
- Wildfire Suppression Certification in: S-130 Fundamentals of Fire Fighting; S-211 Fire Weather; S-212 Fire Communications; S-221 Fire line Organization; S-232 Portable Pumps and Water Delivery Systems; S-270 Helicopter Use; S-390 Fire Behaviour Prediction; or equivalent.
- Level 1 First Aid and WHMIS Certification
- Incident Command System Training- 100, 200 & 300.
- Training and demonstrated knowledge of Bylaw Enforcement and Conflict Resolution.
- Provides supervisory and technical expertise to ensure activities are carried out in accordance with regulations, policies, procedures and standards.
- Advanced organizational, supervisory and leadership skills.
- Advanced project management skills.
- Ability to work effectively and cohesively in a team environment with managers, other supervisors and staff, and ability to deal successfully with interpersonal issues.
- Ability to prepare, interpret and analyze comprehensive technical reports and specifications.
- Advanced knowledge of regulations and legislation, including WorkSafeBC, Collective agreements; Federal, Provincial and Municipal environmental legislation; CRD policies, regulations, and procedures
- Knowledge of surveying equipment, GPS and map interpretation; Four wheel drive vehicles and small engine equipment; Application and limitations of heavy equipment.
- Knowledge of and ability to use various computer word processing, spreadsheet and project scheduling programs and databases (e.g. MS Word, Excel, Access, MS Project, Maintenance Management, and GIS).
- Must be physically fit and able to perform a variety of heavy manual outdoor works in all types of weather conditions.
- Must possess a valid BC Driver's Licence, Class 5.

APPLICATIONS:

Resumes with covering letter quoting competition number **18/005** will be accepted online at www.crd.bc.ca ("**Careers**"), or in the Human Resources Department, Capital Regional District, 625 Fisgard Street, Victoria, BC, V8W 2S6.

Review of applications received will commence on **February 15, 2018** and you are encouraged to submit your application prior to this date for full consideration, however the competition will remain open until a successful candidate is found or until otherwise advised on our website.

The Capital Regional District wishes to thank you for your interest and advises that only those candidates under active consideration will be contacted.