

POSITION DESCRIPTION NO.: 544 DATE: September 20, 1996

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**PURPOSE OF POSITION**

Reporting to the Watershed Forester, the incumbent is responsible for the preparation and coordination of the forest fire protection duties and procedures within the GVWD watersheds.

**DUTIES:** (The duties described hereunder are intended to be representative of the position and are not to be considered all inclusive.)

Monitors the forest fire hazard and provides the information to all forestry staff. Provides prompt initial attack on forest fires within the GVWD watersheds, and acts as back up to the duty officer during periods of forest fire hazard ratings of moderate to extreme.

Maintains the necessary inventory of fire fighting and First Aid equipment in good operating condition. Ensures staff and contractors abide by the Forest Fire regulations outlined in relevant legislation. Ensures safe work practices and W.C.B. Regulations are followed. Develops, maintains and participates in the implementation of the Watershed Pre-organization Protection Plan including winter standby procedures as required annually.

Plans, organizes, co-ordinates, supervises and participates in the work program of a small work group engaged in all aspects of the day to day fire protection operations. Provides on the job continuous training such as fire protection procedures in accordance with legislative requirements. Organizes, performs and summarizes snow survey results.

Works with Municipalities and other agencies on a variety of urban interface issues as related to Fire Protection. Coordinates and liases with staff and outside agencies on fire hazard aspects in the Seymour Demonstration Forest (eg. Filming).

Ensures GVRD, MOF, and all other applicable agencies' policies and regulations are followed. Inspect cabins on GVWD lands regarding the continuation of property leases.

Provides weekly and annual work schedule of duties and responsibilities.

Provides supervision and scheduling for forest fire protection staff and participants of job development and training programs.

G.V.R.D.

TITLE: Watershed Protection Officer

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**REQUIREMENTS:** (Minimum to fill position)

Diploma in Resource Technology or equivalent education and sound related experience directly related to forestry operations and fire protection; trail construction, small bridge construction, basic construction skills; job development and training programs; and proven skills and experience in a supervisory role.

Ability to plan and organize work priorities, supervise and coordinate the assignments of others.  
Ability to plan and coordinate different resources to achieve optimum outcomes and meet deadlines.  
Valid BC Drivers' License and eligibility for health certificate for watershed entry.