

METRO VANCOUVER REGIONAL DISTRICT

Position Description: Watershed Operations Foreman (G756)

November 2018

PURPOSE OF POSITION:

Reporting to the Superintendent, Watershed Operations (or designate), this position is primarily responsible for the coordination, implementation and supervision of road network, erosion control works, drainage structures, construction, maintenance, deactivation or upgrade on Greater Vancouver Water District (GVWD) lands which include the Capilano, Seymour, Coquitlam watersheds, and Lower Seymour Conservation Reserve.

DUTIES:

(The duties described are intended to be representative of the position and are not to be considered as all inclusive).

Responsible for activities and contract supervision related to watershed operational programs, such as erosion control, road and drainage structure construction, maintenance, deactivation, upgrade, gravel and rock quarry development and, reservoir and vegetation management

Responsible for activities and contract supervision related to debris jam, torrent, stream bank erosion and landslide remedial works.

Supervises snow removal, sanding and dust control programs.

Undertakes the heavy equipment aspects of site rehabilitation projects related to watershed projects.

Coordinates and administers watershed operations program budgets, contracts, and project records.

Produces Watershed Operations Sector annual budget summary.

Provides work schedules of projects, duties and responsibilities, as required.

Assists in the development of watershed operations related Standard Operating Procedures and Safe Work Procedures.

Ensures all approvals and permits are in place before any projects are carried out.

Ensures all MVRD, Provincial and Federal policies, regulations and legislation are followed on all watershed operational projects.

Coordinates and implements watershed road patrols, when required.

Conducts and maintains inventories on road network and drainage structure conditions.

Produces watershed operational project schedules, specifications, cost estimates and summaries.

Directly supervises and trains fulltime and temporary staff.

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DUTIES (cont'd):

Coordinates and directs consultants, contractors and hourly equipment operators.

Consults with outside agencies and companies on issues pertaining to GVWD watershed operations, to ensure that projects are conducted to a high standard.

Performs standby for watershed activities, as required.

Participates in emergency response, including forest fire fighting, petroleum spill clean-up, road patrols and emergency remedial works.

REQUIREMENTS: (Minimum to fill position)

Diploma in a natural resources technology program or an equivalent combination of training and related work experience in road and drainage structure construction and maintenance, road deactivation, riparian area management, erosion control, surveying, report writing, and supervision.

Requires a minimum of five (5) years experience in road, erosion control and drainage structure construction and maintenance

Thorough knowledge of forest survey and inspection techniques, road grade construction and maintenance, erosion control, drainage structure construction, operations and practices with a view to ensure that safe, economic, and environmentally sound techniques are practiced.

Ability to negotiate effectively with contractors.

Ability to provide schedules, cost estimates and summary reports.

Ability to plan and coordinate various resources to achieve desired goals and meet deadlines.

Knowledge of GVWD, Provincial and Federal legislation, policies and regulations, and their implications on operations and programs.

Working knowledge of watershed protection methods and procedures and WSBC regulations.

Demonstrated ability to safely and effectively supervise staff and manage contractors.

Demonstrated knowledge in the development and implementation of worksite safety management plans.

Demonstrated high proficiency in standard office and technical software applications.

Sound written and oral communication skills; ability to communicate complex information, requirements and implications to diverse audiences.

Boat operations experience and certifications would be an asset.

Valid Class 5 BC Driver's License