

GVRD

TITLE: Watershed Protection Assistant

POSITION DESCRIPTION NO.: 543 DATE: October 16, 1996

PURPOSE OF POSITION

Reporting to the Watershed Protection Officer, the incumbent is responsible for assisting the Watershed Protection Officer with 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.)

Provides prompt initial attack on forest fires within the GVWD watersheds. Participates in patrol duties as required.

Provides supervision and participates in the work program and scheduling for forest fire protection staff, contractors and participants of job development and training programs. Ensures safe work practices, W.C.B., GVRD, MoF and other applicable safety policies, procedures and regulations are followed.

Performs minor maintenance on and maintains fire protection equipment; takes and maintains equipment inventory.

Assists in establishing and maintaining a variety of records.

Provides minor maintenance on and maintains Protection field office facilities. Updates and maintains W.H.M.I.S. products listings.

Assists in conducting snow surveys; performs minor maintenance of snow pillow stations; assists in maintaining fire weather stations including gathering data, performing minor repairs and set up.

Acts in the capacity of Watershed Protection Officer during standby hours in periods of moderate to extreme fire danger as required.

Performs related duties as required.

REQUIREMENTS: (Minimum to fill position)

Sound related experience in forest fire protection work, basic silviculture and forest surveying.

Diploma in Forest Resource Technology and first aid training is an asset.

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- 2 -

REQUIREMENTS: (Continued)

Ability to plan and coordinate projects to ensure the safety of staff, contractors and public. Good verbal and written communication skills.

Knowledge of GVRD and other policies and regulations and their implications on GVRD operations. Working knowledge of watershed protection methods and procedures and W.C.B. regulations.

Valid BC Drivers' License and eligibility for health certificate for watershed entry.