

EMPLOYMENT OPPORTUNITY

Parks Technician

Permanent Full-Time | External

Parks Services

Competition No.: 2025-1013



www.rdn.bc.ca



rdncareers@rdn.bc.ca

SKILLS & ABILITIES

- Ability to safely operate a chainsaw and knowledge of safe tree bucking and falling procedures.
- Ability to work closely with other staff, volunteers, contractors, and consultants.
- Effective written and verbal communication skills.
- Effective interpersonal and conflict resolution skills.

APPLICATION DETAILS

To apply for this position, send your cover letter and resume to rdncareers@rdn.bc.ca, clearly highlighting your education, experience, and qualifications relevant to the role. **Please quote 2025-1013 in the subject line of your email to ensure proper processing.**

***Applications will be accepted until:
4:00 pm, on February 21, 2025.***

Date Posted: January 31, 2025

A Criminal Record Check including a Vulnerable Sector Check is a condition of employment with the Regional District of Nanaimo.



ABOUT THE ROLE

The Regional District of Nanaimo is seeking a permanent full-time Parks Technician with the Parks Services department.

Reporting to the Superintendent of Parks Operations, the Parks Technician contributes to the effective operation of the Regional District's community and regional park system through performing a wide variety of field tasks related to the development and maintenance of the parks system. Tasks include trail construction, and maintenance, installation and maintenance of park structures including bridges, gates, benches; site review and routine park, playground and trail inspections and maintenance; tree care, maintenance, inspections and hazard abatement; and participation in park redevelopment projects.

QUALIFICATIONS

Qualifications for this position include a diploma specializing in parks maintenance, or a related field, plus two (2) years of job-related experience in park operations, preferably in a municipal or regional government setting or an equivalent combination of training and experience. We are looking for someone with excellent knowledge of methods, procedures, techniques, trends, materials and equipment utilized in the development and maintenance of parks and trails. The successful applicant must hold a current Level 1 First Aid with CPR certification (or be able to obtain) and a valid Class 5 BC driver's license.

POSITION DETAILS

This is a permanent full-time (40 hours per week) Union position. The (2024) rate of pay is \$38.17 to \$40.18. The position offers an attractive benefits package as provided within the collective agreement between the Regional District of Nanaimo and the Canadian Union of Public Employees, Local 401.

We thank all applicants in advance for their interest; however, only those selected for further consideration will be contacted.

Parks Technician
Recreation and Parks Services
Pay Band 11

Job Summary

The Parks Technician contributes to the effective operation of the Regional District's community and regional park system through performing a wide variety of field tasks related to the development and maintenance of the parks system. This position provides support to the Recreation and Parks team in meeting departmental goals and objectives.

Primary Duties and Responsibilities

- Reviews, adheres to, and supports the adherence to safe work procedures in the workplace and generally promotes a safe work environment.
 - Performs a variety of field tasks related to the development and maintenance of parks, including trail construction, and maintenance, installation and maintenance of park structures including bridges, gates, benches; site review and routine park, playground and trail inspections and maintenance; tree care, maintenance, inspections and hazard abatement; and participation in park redevelopment projects.
 - Assists with the daily, annual and long-term operational park plans for current and future park needs. Provides input into park infrastructure renewal programs and risk management programs.
 - Responds to public and staff concerns regarding park conditions by means of site visits and where necessary undertaking remedial action or advising the Parks Operations Coordinator of best methods to provide solutions.
 - Works with a variety of equipment including chainsaws, weed eaters, generators, mowers, power tools and maintains and repairs equipment. Follows WHMIS and WCB work safe guidelines and other safety programs and procedures.
 - Carries out, under direction of the Parks Operations Coordinator, the park signage program including sign design, working with contractors and installation and maintenance.
 - Assists in the development and implementation of policies and operational procedures related to the management of the Park system, and provides assistance in risk management assessment of park sites.
 - Assists with planning, coordinating and delivery of community and regional park services through working with parks staff, contractors and volunteers in the RDN.
 - Provides input and communicates with parks staff, community organizations, consultants, and individuals on the development of conceptual plans and detailed designs for park development/redevelopment, park management plans, and park acquisitions.
 - Attends community organization meetings and electoral area parks advisory committee meetings to provide information, liaison and support regarding the Park system and its operations.
 - Assists with a variety of Parks system administrative tasks including the documentation of risk management programs and park issues.
 - Performs other related duties as required.
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Job Qualifications

Education/Experience

- Diploma specializing in parks maintenance or related field.
- Two years prior job-related experience in park operations, preferably in a municipal or regional government setting, or an equivalent combination of training and experience.

Skills/Abilities

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

Job Description

- Maintains current first aid and CPR certification and has working knowledge of WHIMS and WCB safe work regulations.
- Excellent knowledge of methods, procedures, techniques, trends, materials and equipment utilized in the development and maintenance of parks and trails.
- Ability to work outdoors and perform technical tasks without direct supervision.
- Ability to safely operate a chainsaw and knowledge of safe tree bucking and falling procedures.
- Ability to work closely with other staff, volunteers, contractors, and consultants.
- Understanding of Canadian Standards Association guidelines for development and maintenance of playground equipment.
- Effective written and verbal communication skills.
- Effective interpersonal and conflict resolution skills.
- Proficient in word processing, spreadsheets and a variety of computer applications including desk-top publishing or computer graphic software packages.
- Familiarity with planning documents and legal descriptions.
- Familiarity with Provincial Ministry Best Management Practices in development of land in relation to Park lands.
- Understanding of maps and map scale conversion.
- Knowledge of plant and forest morphology and preliminary hazard tree assessment.

Reporting Relationship

Reports to: Superintendent, Parks Operations
