

**City of Fort St John
Position Description**

Class Title: Park Technician: Arborist
Department: Parks Department
Date: March 2021

NATURE AND SCOPE OF WORK

Guided by the Urban Forest Strategy, the Arborist performs a variety of skilled arboricultural tasks as required for the operational maintenance of a variety of coniferous and deciduous trees on municipal land. In the off-season, the Arborist assists with the preparation and planning pertaining to the Urban Forest Strategy, as well as, snow/ice control and maintenance of outdoor recreational activities.

SUPERVISION RECEIVED

Ability to perform the work under minimal supervision.

Works under the supervision of assigned supervisor/ manager within applicable department.

SUPERVISION EXERCISED

Will provide instruction, direction, information and/or supervision of other employees and contractors as designated.

KEY RESPONSIBILITIES

- Inspect and identify diseased trees or trees posing an actual/potential hazard to public safety, determine remedial action; complete tree risk reports and maintain tree inventory records.
- Plant, prune, trim, remove, hand weed, disease treatment, water, fertilize and mulch.
- Inspect, monitor, track and control pests through application of pesticides.
- Assist in the further development and technical support to the City of Fort St John's Urban Forest Strategy.
- Prepare and direct annual planting plan and contact suppliers for available plant and materials.
- Participate in off season snow and ice control and maintenance of outdoor recreational activities
- Respond to enquires from the public, investigate complaints and recommend appropriate remedial action.
- Assist in the development of Safe Work Procedures and Safe Operating Guidelines.
- Ensure the completion of the required safety related documentation including but not limited to pre-trip inspections, hazard and risk assessments, traffic control plans and pre-job safety meetings.

- Create presentations and educational campaigns as required.
- Perform or coordinate routine maintenance on equipment.

PERFORMANCE FACTORS

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|---------------------------------|------------------------------|
| • Knowledge, ability and skills | • Reliability |
| • Customer service | • Attendance and punctuality |
| • Quantity of work | • Compliance |
| • Cooperation and teamwork | • Health and Safety |

REQUIRED QUALIFICATIONS, LICENSES CERTIFICATES AND REGISTRATIONS

- Completion of a Degree or Diploma program in Arboriculture, Horticulture or Urban Forestry including or supplemented by courses in arboriculture or a related apprenticeship program, plus sound related experience, or an equivalent combination of training or experience
- International Society of Arboriculture Certification (ISA)
- ISA Certified Tree Risk Assessor or equivalent
- Chainsaw certification/ qualification or equivalent
- WCB First Aid Level I
- Valid Class 5 BC Drivers Licence and safe driving record
- BC Pesticide Applicator's License (Landscape) is considered an asset
- WHMIS
- The successful candidate must be able to pass and maintain a clear Vulnerable Sector Police Information Check

REQUIRED KNOWLEDGE, ABILITY AND SKILL

- Thorough knowledge of the methods, practices, materials, tools and equipment used in arboriculture, horticulture, and urban forestry work.
- Considerable knowledge of tree species, diseases and integrated pest management methods
- Ability to direct and oversee the work of employees and contractors engaged in arboricultural work.
- Ability to prune trees in an appropriate and aesthetically pleasing manner following ISA Best Management Practices.
- Ability to set up a safe work zone following legislative requirements and exercise considerable care to ensure the safety of the operations.
- Ability to communicate effectively with members of the public, contractors, and other departments
- Be a proactive team member that contributes to a positive work environment.
- Ability to exercise initiative and good judgement when completing work assignments
- Ability to exert continuous physical effort (e.g. planting, weeding, digging, pruning) and to work in fatiguing positions (e.g. bending, kneeling).

- Ability to perform heavy manual tasks for extended periods of time and lift and/or move up to 25 kg.
- Ability to work outside in most types of weather and conditions.
- Skill in the use and care of tools and equipment.
- Sound knowledge of the City of Fort St John policies, bylaws, and department rules regulations and procedures applicable to tree related matters.
- Use of computer software such as MS Office, City Works, and understanding of GIS mapping.

GENERAL TOOLS AND EQUIPMENT USED

- General hand tools and power tools as used in arboriculture and landscape maintenance tasks;
- Vehicles and trailers used for transportation of equipment and supplies to and from sites and to load and unload material and equipment;
- Aerial Lifts, Tool cats, and other equipment required for snow/ice control and maintenance of outdoor recreational activities.

GENERAL

Formal application, rating of education and experience, oral interview, reference checks, and other job-related tests may be required.

The duties listed are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related and/or a logical assignment to the position.

This is a position in the BC Government and Service Employee's Union.