JOB PROFILE

TITLE: AQUATIC INVASIVE SPECIES INSPECTOR

CLASSIFICATION: STO 15

JOB OVERVIEW
The B.C. Invasive Mussel Defence Program’s (IMDP) goal is to prevent the introduction of zebra and quagga mussels into B.C. The program’s prevention efforts are focused on inspecting watercraft, monitoring lakes, educating the public and coordinating actions with neighbouring jurisdictions. The aquatic invasive species inspector plays a key role supporting this strategy by inspecting watercraft at provincial inspection stations to ensure compliance with established protocols and legislation, provide outreach and education to the public, and issue decontamination orders or perform decontaminations pertaining to high risk watercraft.

ACCOUNTABILITIES
- Conducts inspections (i.e. trailered watercraft and water equipment) to verify compliance with the Controlled Alien Species and Freshwater Fish Regulations for illegal possession and transport of invasive mussels and other aquatic invasive species.
- Assist Conservation Officers by providing detailed notes and written observations to support enforcement or administrative penalties issued by Conservation Officers. Willingness to testify in court if required.
- Provide outreach/education to members of the public regarding program messaging and relevant legislation.
- Responds to reports from the public or other government agencies regarding high risk watercraft.
- Responds to queries, complaints and or requests for information from the public on a variety of program specific legislative and regulatory requirements.
- Updates and searches the boat manufacturer database to confirm boat manufacturer’s information, testing standards, importation records, etc.
- Collect inspection data on all watercraft as per established protocols.
- Coordinates administrative activities for assigned work unit on a rotational basis such as completion of equipment maintenance logs and booking maintenance appointments at defined intervals (i.e. vehicle and pressure washer maintenance), moving or performing inventory of various equipment, ensuring cleanliness of assigned vehicles, coordinating mail outs, and liaising with supervisors on equipment or outreach material needs (i.e. decontamination books, marketing and outreach materials, tri-forms, etc.)
- Work closely with Conservation Officers to deliver the program effectively.

JOB REQUIREMENTS
- Degree or Diploma, in a recognized, post secondary program such as natural resource law enforcement, natural resource/environmental sciences (or currently enrolled within a recognized post-secondary natural resource law enforcement or natural resource/environmental science program), criminology, administrative law, or regulatory compliance and enforcement program involving inspections and investigations. Or an equivalent combination of education and experience.
- Preference may be given to applicants who have a recognized post-secondary degree or diploma in natural resource law enforcement or natural resource/environmental sciences OR who are currently enrolled within a recognized post-secondary program in natural resource law enforcement or natural resource/environmental sciences.

**KNOWLEDGE, SKILLS AND ABILITIES**

- Comfortable approaching members of the public to inspect watercraft and conduct outreach and education.
- Knowledge of relevant legislation, regulations and/or policies governing the IMDP regulatory program.
- Basic understanding and ability to tow trailers.
- Basic understanding of boat/watercraft design and operation.
- Strong interpersonal and communication skills.
- Ability to demonstrate professionalism and integrity in the workplace.
- Ability to collect and enter data with accuracy and proficiency.

**APPLICANTS MUST:**

- Possess valid Occupational First Aid (OFA) level 1 by commencement of position. March 17, 2019 or early May 2019 dependent on your start date.
- Possess a valid driver’s license (Class 5 or higher) by commencement of position. To be considered, your driver’s licence must have no more than 9 points in the last five-year period. (Note: A copy of driver’s abstract will be required for successful applicants who pass the Knowledge, Skills and Abilities.)
- Successful completion of Criminal Records Check and Enhanced Security Screening requirements of the Conservation Officer Service.
- Must participate and successfully pass the training requirements provided during program orientation and training.

**APPLICANTS MUST BE WILLING AND ABLE TO:**

- Perform physically demanding work and applicants must be capable of performing the duties of the job including; working in and around trailered boats including climbing onto and under boats, lifting signs, stands and sandbags in and out of a vehicle, and operating a variety of equipment including hot water high pressure washers.
- Conduct field work which will include travel, and outdoor work in all weather conditions.
- Work a schedule that includes weekends and holidays, afternoons and night shifts (some stations are 24 hr operations), and often additional hours beyond the normal day to meet operational requirements.
- Travel (sometimes overnight travel).
- Be available for training in the Lower Mainland from March 18, 2019 to March 22, 2019 or in early May 2019 (As some parts of this training may be given at a later date, applicants may not have to attend training in March inclusively).

**BEHAVIOURAL COMPETENCIES**

- **Teamwork and cooperation** is the ability to work co-operatively within diverse teams, work groups and across the organization to achieve group and organizational goals. It includes the desire and ability to understand and respond effectively to other people from diverse backgrounds with diverse views.
• **Results Orientation** is a concern for surpassing a standard of excellence. The standard may be one’s own past performance (striving for improvement); an objective measure (results orientation); challenging goals one has set; or even improving or surpassing what has already been done (continuous improvement). Thus a unique accomplishment also indicates Results Orientation.

• **Initiative** involves identifying a problem, obstacle or opportunity and taking appropriate action to address current or future problems or opportunities. As such, Initiative can be seen in the context of proactively doing things and not simply thinking about future actions. Formal strategic planning is not included in this competency.

• **Concern for Order** reflects an underlying drive to reduce uncertainty in the surrounding environment. It is expressed as monitoring and checking work or information, insisting on clarity of roles and functions, etc.

• **Information Seeking** is driven by a desire to know more about things, people or issues. It implies going beyond the questions that are routine or required in the job. It may include "digging" or pressing for exact information; resolution of discrepancies by asking a series of questions; or less-focused environmental "scanning" for potential opportunities or miscellaneous information that may be of future use.

• **Continuous Development** involves proactively taking actions to improve personal capability to meet organizational goals. It involves being willing to assess one's level of development, expertise and performance relative to one's current job, or as part of focused career planning.

• **Self-Control** is the ability to keep one's emotions under control and restrain negative actions when provoked, faced with opposition or hostility from others, or when working under stress. It also includes the ability to maintain stamina under continuing stress.

• **Problem Solving/Judgement** is the ability to analyze problems systematically, organize information, identify key factors, identify underlying causes and generate solutions.

• **Service Orientation** implies a desire to identify and serve customers/clients, who may include the public, colleagues, partners (e.g., educational institutes, non-government organizations, etc.), co-workers, peers, branches, ministries/agencies and other government organizations. It means focusing one’s efforts on discovering and meeting the needs of the customer/client needs.