

JOB DESCRIPTION

Benchmark Job #274

Job Title: Conservation Officer

Ministry: Environment
Branch: Conservation Officer Service
Location: Various

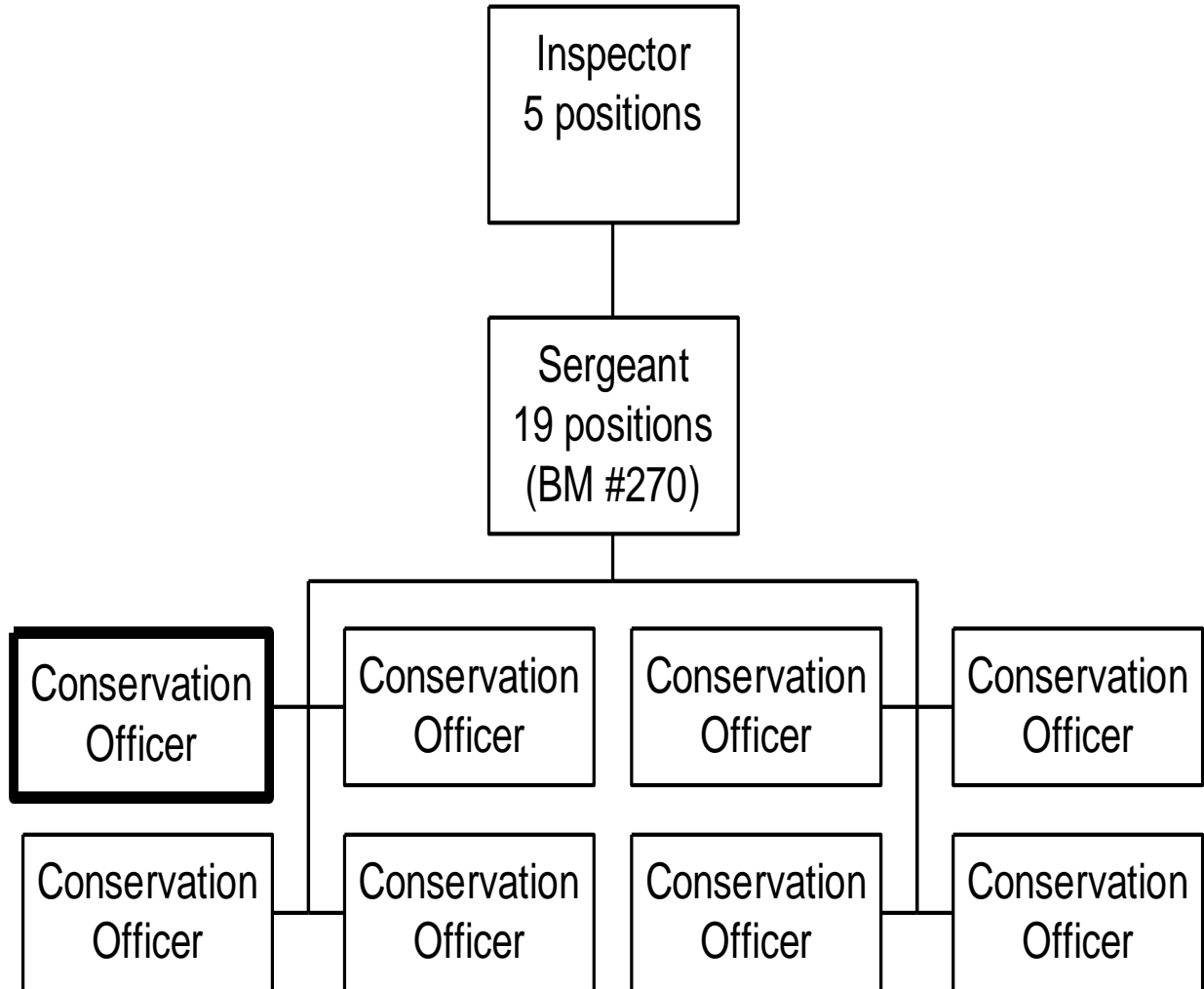
Working Title: **Conservation Officer**
Level: Range 24
Classification: Conservation Officer

PRIMARY FUNCTION

To provide a broad range of public safety and environmental law enforcement services.

JOB DUTIES AND TASKS

1. Provides law enforcement services:
 - a. conducts inspection/patrols, makes vehicle/vessel stops, arrests persons engaged in illegal activity and/or on outstanding warrants; ensures the protection of their rights under the law; uses verbal skills, de-escalation techniques, defensive tactics, appropriate levels of force and ensures public/officer safety
 - b. investigates suspected non-compliance with environmental and public safety related legislation and assesses information and complaints received from various sources
 - c. develops and implements compliance and investigative work plans independently, leads multi-agency teams, and prepares reports and summaries, ensuring Sergeant is informed; may include major investigations
 - d. participates on joint agency investigations and assists other zones or agencies in conducting high risk inspections and investigations, either as lead or back-up, and may assist as an undercover operator.
 - e. interviews suspects and witnesses, takes statements and conducts searches of persons, businesses, residences, vehicles and related sources
 - f. plans, acquires, and executes search warrants; allocates resources, assigns roles, and collects evidence, ensuring communication, safety plans, and emergency procedures are in place
 - g. assesses information and exercises statutory authorities to make arrests, conduct searches, seize, secure and ensure continuity of evidence, issue tickets, court documents, compliance orders, and issue stop work orders
 - h. consults with Crown Counsel to explain applicable legislation, investigative techniques, the relevance of evidence and provides evidence during court proceedings
 - i. presents investigative reports and briefings to management, Crown Counsel and other government agencies recommending prosecution, penalties or alternative options to resolve non-compliance, mitigate impacts, and satisfy public interests (e.g. restorative justice)
 - j. prepares and serves legal documents related to COS mandate (summonses, Appearance Notices, etc.)
 - k. prosecutes Provincial Violation Tickets and acts as an agent of Crown Council; conducts legal and administrative proceedings, (e.g., negotiate plea agreements, sentence orders/release conditions) and enters stay of proceedings; presents court evidence under oath
 - l. as a Special Provincial Constable, provides policing services as a primary/first responder, assists in search and rescue operations, and conducts emergency rescues
2. Responds to dangerous wildlife and environmental emergencies:
 - a. provides expertise as a primary responder to wildlife/predator attacks, dangerous wildlife and controlled alien species incidents and environmental emergencies; leads and directs other emergency response personnel
 - b. assesses animal behaviour, and risk and applies the principles of animal control management to capture, immobilize, and safely transport a wide variety of animal species
 - c. attends the scene to collect evidence and advise other law enforcement agencies on matters such as predator attacks and environmental laws.
 - d. recommends legislative and policy changes, develops/implements plans to reduce human/wildlife conflicts, improve compliance and enhance effectiveness of the service
3. Contributes to the development of the COS and other related duties:
 - a. fosters relationships with internal/external stakeholders (e.g., police, justice system, first nations, industry) fundamental to program success
 - b. educates industry, government agencies and the public about legislation, policies and procedures re: COS programs and develops and implements compliance/public safety initiatives specific to community needs.
 - c. provides training and mentoring to the CO Service and outside agencies; operates and maintains certification on a variety of vehicular/industrial equipment and firearms and conducts emergency field repairs as required.
 - d. schedules own work hours based on operational requirements, ensuring public safety expectations are met; initiates and monitors service contracts, serves as qualified receiver; and ensures facilities and equipment are maintained and in good working order
 - e. represents the COS on inter-agency, inter-Ministry, interprovincial working groups/investigations
 - f. handles media and public relations on sensitive issues relating to COS activities



REASON FOR CLASSIFICATION

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FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
1	<p>JOB KNOWLEDGE Understand the principles of law enforcement to interpret and apply environmental protection legislation to investigate violations of environmental laws and regulations.</p>	G	250
2	<p>MENTAL DEMANDS Judgment required to modify methods, techniques or approaches in working with communities and local stakeholders to facilitate the implementation of compliance plans and public safety/wildlife control initiatives specific to the individual needs of the community.</p>	G	200
3	<p>INTERPERSONAL COMMUNICATIONS SKILLS Persuasion required to use basic counseling skills and de-escalation techniques to induce cooperation, interview and take statements from witnesses and suspects and deal with incidents of antagonism, while acting in an enforcement capacity. Also presents controversial ministry positions to the media.</p>	D	45
4	<p>PHYSICAL COORDINATION AND DEXTERITY Significant coordination and dexterity required to arm, aim and fire weapons under highly stressful conditions.</p>	D	22.5
5	<p>RESPONSIBILITY FOR WORK ASSIGNMENTS Guided by environmental protection policies and legislation applies accepted investigational methods in a different way while independently investigating infractions.</p>	E	120
6	<p>RESPONSIBILITY FOR FINANCIAL RESOURCES Verify the completion of contract work (e.g., cougar tracking dogs), requiring discretion to determine if the expected results were achieved.</p>	D	22.5
7	<p>RESPONSIBILITY FOR PHYSICAL ASSETS/INFORMATION Considerable responsibility to control the evidence gathering process following criminal justice standards to ensure the relevance and validity of information.</p>	E	33
8	<p>RESPONSIBILITY FOR HUMAN RESOURCES Responsibility to assign, monitor and examine the work of staff assigned to investigations and provide performance input.</p>	C/C	13
9	<p>RESPONSIBILITY FOR WELL BEING/SAFETY OF OTHERS High level of care and attention for the safety of others to provide emergency response in high risk situations (avalanche, water rescues).</p>	F	50

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FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
10	SENSORY EFFORT/MULTIPLE DEMANDS Occasional intense requirement to maintain constant alertness or awareness of the environment, requiring rapid sensory assessment, during life threatening situations (avalanche, water rescues) while participating in emergency response and/or rescue.	D	18
11	PHYSICAL EFFORT Heavy physical effort to regularly push, pull, lift or carry heavy equipment, or animals.	E	24
12	SURROUNDINGS Exposed frequently to all weather conditions without shelter while working in remote areas.	D	9
13	HAZARDS High exposure to hazards from occasional participation in emergency rescues (avalanche, water rescues).	E	12

Total Points: 819

Level: Range 24