

# JOB DESCRIPTION

Benchmark Job #344

Ministry: Environment, Lands and Parks  
Branch: Conservation Services  
Location: Victoria

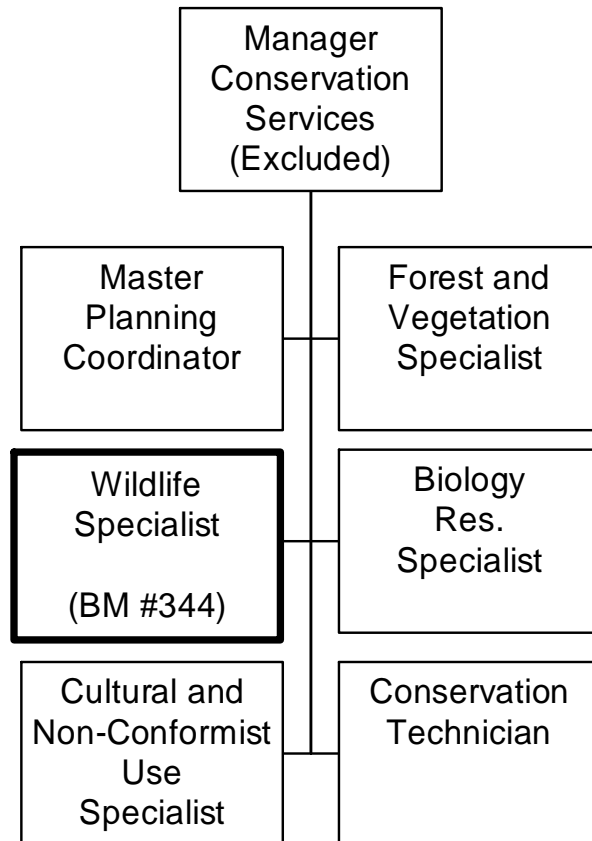
Working Title: **Wildlife Specialist**  
Level: Range 30  
Classification: Scientific/Technical Officer

## PRIMARY FUNCTION

To provide expert guidance for the BC Parks division for wildlife management in areas specified under the Park and Ecological Reserves Acts.

## JOB DUTIES AND TASKS

1. Provides leadership in the preparation of policies, procedures, legislation, programs and standards that support wildlife management and conservation
  - a. identifies evolving wildlife management and conservation issues and determines the need for changes to current practices
  - b. develops and recommends changes to legislation, policy, and procedures to ensure proper conservation and management of wildlife within provincial parks
  - c. ensures consistency is maintained with other policies and programs within the division, the expectations of stakeholders, and the mandate of other federal and provincial resource agencies
  - d. contributes to a team approach by working with other staff specialist to provide input to the resource management strategy and various special initiatives
  - e. establishes provincial wildlife management plans to guide field level operations
2. Coordinates Headquarters, Regional, and District wildlife management programs and projects
  - a. consolidates regional and district plans into the master wildlife management strategy and planning framework and provides guidance on the development of district or regional plans of a short and long-term nature
  - b. ensures programs and projects are consistent with overall goals and objectives and meet technical standards
  - c. facilitates and supports the creation of special projects and initiatives that are designed to enhance wildlife programs or deal with areas of special concern
  - d. administers a budget for programs, projects and special funded initiatives and prepares budget estimates
  - e. drafts contracts for consultants and monitors compliance with terms and conditions
3. Provides expertise on wildlife management and conservation
  - a. develops and maintains working relationships and partnership agreements with resource agencies, private organizations and other stakeholders concerned with wildlife management in parks and ecological reserves
  - b. provides consultation to staff throughout the ministry, at other levels of government and to various agencies to resolve wildlife management issues
  - c. oversees the collection of data and combines results of studies and analysis from a wide range of sources and synthesizes material to determine practical solutions to wildlife management
  - d. writes briefing notes, option papers and letters and devises alternative approaches on controversial issues that require the review of senior management staff
  - e. represents the division and ministry on relevant committees
  - f. prepares technical papers for public release and speaks at lectures and conducts formal training sessions on policy application
4. Performs other related duties
  - a. assists interest groups with establishing resource management projects
  - b. ensures technical standards are maintained in resource inventories
  - c. communicates divisional policy and procedures



## REASON FOR CLASSIFICATION

Benchmark Job #344

Job Title: Wildlife Specialist

FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
1	<p><b>JOB KNOWLEDGE</b> Understand all related issues of a significant provincial parks wildlife and conservation management program in order to provide leadership in policy development and wildlife resource management.</p>	I	305
2	<p><b>MENTAL DEMANDS</b> Judgement to plan and evaluate the effectiveness of the provincial wildlife resource management program and establish new guidelines and technical standards and to develop integrated resource management proposals to improve wildlife management.</p>	H	250
3	<p><b>INTERPERSONAL COMMUNICATIONS SKILL</b> Persuasion required to use basic negotiation skills to induce cooperation across related provincial and federal resource agencies and stakeholder groups.</p>	D	45
4	<p><b>PHYSICAL COORDINATION AND DEXTERITY</b> Moderate coordination and dexterity required to drive vehicles to other locations for stakeholder consultations.</p>	C	15
5	<p><b>RESPONSIBILITY FOR WORK ASSIGNMENTS</b> Guided by ministry policies and technical standards, evaluates regional and district wildlife management programs and projects and consolidates plans into the provincial management strategy.</p>	G	190
6	<p><b>RESPONSIBILITY FOR FINANCIAL RESOURCES</b> Significant financial authority to administer a budget and special projects funding, prepare project estimates, and adapt standardized language in consultant contracts.</p>	E	33
7	<p><b>RESPONSIBILITY FOR PHYSICAL ASSETS/INFORMATION</b> Considerable responsibility to oversee the collection of data from a wide range of sources and synthesize material to determine practical solutions to wildlife management.</p>	E	33

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FACTOR NO.	REASON FOR CLASSIFICATION	DEGREE	CLASS. POINTS
8	<b>RESPONSIBILITY FOR HUMAN RESOURCES</b> Responsibility to provide formal training to ministry staff on wildlife management policies.	B	9
9	<b>RESPONSIBILITY FOR WELL BEING/SAFETY OF OTHERS</b> Moderate care and attention to provide for the well being of others by protecting wildlife through the management plans.	C	15
10	<b>SENSORY EFFORT/MULTIPLE DEMANDS</b> Focused sensory concentration is required to frequently respond to the conflicting multiple demands of external agencies, submission deadlines, and projects.	C	12
11	<b>PHYSICAL EFFORT</b> Moderate physical effort to frequently focus visual attention on printed material.	C	12
12	<b>SURROUNDINGS</b> Exposure to occasionally being on-site in the field with no shelter from weather conditions.	B	4
13	<b>HAZARDS</b> Limited exposure to hazards from occasional field trips to remote areas.	B	4

**Total Points: 927**

**Level: Range 30**