

PARKS WORKER

EXEMPT OR UNION: Union**SALARY LEVEL:** Grid 1, Band 8**LOCATION:** Outside**APPROVED BY:** GM, Comm. Services*Replaces: Parks Worker***DEPARTMENT:** Community Services**DIVISION:** Parks Services**REPORTS TO:** Parks Operations Coordinator**UPDATED:** Dec 2023*Previous Version: Nov 2020*

SUMMARY: Under the supervision of the Parks Operations Coordinator, is primarily responsible for the maintenance of the Regional District's parks properties and assets in a public safety conscious manner and assists in or completes construction projects as required.

KEY RESPONSIBILITIES *include the following:*

1. To maintain SCRD park properties and assets which may include park grounds, play areas, halls, lawns and gardens, trails, athletic fields, Dakota Ridge, and cemeteries.
2. To assist in cemetery operations related to burials and ground maintenance.
3. To participate in park projects, which may include construction, trail building, bridge building, fencing and installation of playground equipment.
4. To perform routine inspections of parks property. Report safety and maintenance issues and participate in corrective repairs or alterations.
5. To insure the ecological integrity of all properties.
6. To ensure compliance with SCRD policies, bylaws, and the Workers' Compensation Act and OHS regulations.
7. To maintain up to date knowledge of the Workers Compensation Act and OHS Regulations applicable to the work being supervised; to comply with and promote safe work practices and procedures in order to effect a safe and healthy work environment.

TYPICAL ACTIVITIES: *include the following: Other activities may be assigned.*

1. Cut grass, rakes, fertilize, and water lawns, weed-eating and other duties as directed.
2. Spread top soil, plant grass, shrubs and trees and perform other duties to assist with construction of a park landscape.
3. Cleans up park areas and facilities.

4. Assist in preparing, excavating and backfilling cemetery plots and assisting the funeral director as needed, which may include acting as a pall bearer.
5. Operate as assigned, power mowers, tractors, snow grooming equipment, chain-saws, and other landscape maintenance equipment.
6. Painting, nailing, deliver and pick-up of materials, shovelling and other duties involved in construction projects.

KEY RELATIONSHIPS: *To perform the typical duties of this job successfully, an individual must have contact with certain people that are not in the direct reporting relationship.*

- Senior Parks Workers, summer students, Facilities Maintenance Technician
- Sunshine Coast Regional District Contract Caretakers
- Subcontractors
- Public

DECISION MAKING AUTHORITY: *Decisions that are made in carrying out the typical duties of the job without referring to the Manager.*

- Some scheduling and prioritizing of duties.
- Reporting of safety concerns to Parks Coordinator and or Parks Supervisors.
- Implementation of safety regulations and policies in day-to-day work.

PROBLEM SOLVING RESPONSIBILITY:

- Dealing with general maintenance and safe operation of equipment and vehicle.
- Problem solving with Parks Staff for suggestions and implementation ideas for more efficient maintenance procedures.

QUALIFICATION REQUIREMENTS: *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and ability required.*

EDUCATION / TRAINING

- Completion of Grade 12 or equivalent.
- Occupational First Aid Level 1 (OFA 1) or equivalent

EXPERIENCE

- A minimum of six (6) months of relevant work experience such as outdoor labouring, landscaping,

maintenance, horticulture or construction/trades, or parks.

OTHER SKILLS/KNOWLEDGE

- Demonstrated ability to operate power tools and hand tools.
- Ability to work with a minimum of supervision.
- Excellent interpersonal and communication skills and ability to deal with people in a professional manner.
- Sufficient physical strength, stamina and co-ordination to perform heavy manual outdoor work.
- First Aid Level I
- Valid class 5 BC driver's licence

MEASUREMENT DATA *(to be used in conjunction with SCRD Core Competencies)*

- Maintains courteous and positive public relations with park users including residents, contractors, and representatives of organizations by delivering quality customer service.
- Scheduled work completed on time and in a safe manner.
- Assigned tasks organized effectively.
- Works as team with other parks workers.
- Equipment and company vehicle maintained and operated safely.
- Reports safety and maintenance concerns to their supervisor daily.
- Time sheets turned in on time.

SUPERVISORY RESPONSIBILITIES

Provides work guidance to new Parks Workers or summer students on occasion.

ADDITIONAL INFORMATION

- The incumbent is expected to support Corporate sustainability and workplace safety objectives.

PHYSICAL REQUIREMENTS OF POSITION

- Trail Maintenance / Grass Cutting – push mowers, self propelled movers, commercial weed eater, rakes, commercial blower (backpack style) and various shovels, picks, bars
- Maintenance Duties – garbage pick up and removal (lifting weights up to 50 lbs, bending, lifting weights up to back of truck)
- Loading and unloading equipment onto trucks.
- Painting buildings etc.
- Trail Building – digging, installation of inground stairs, carrying lumber and equipment of up to 50 lbs at a time – can be very repetitive – loading and unloading equipment and materials from truck, rock /debris, clearing of bushes and branches – maintenance cleanup.