



**JOB POSTING:                    INVASIVE PLANT MANAGEMENT COORDINATOR**  
**Environmental Services Technologist II**

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**COMPETITION NO:**                    **2019-010**  
**TERMS:**                                    **Permanent Full-Time**  
**HOURS OF WORK:**                    **35 Hours per week**  
**APPLICATION DEADLINE:**           **4:00 p.m., March 5, 2019**

(Please include your name and the competition number, 2019-010, in the subject line of your email.)

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Encompassing an unparalleled geographic region in the heart of British Columbia, the Thompson-Nicola Regional District (TNRD) offers the best of both worlds. Urban life within vibrant communities and outlying rural regions that showcase the region's beauty - pristine but rugged mountains, rolling grasslands, lush evergreen forests and both historic and modern areas, all within approximately 45,000 square kilometres. Headquartered in the City of Kamloops, the TNRD provides a wide range of local government services to a population of 130,000 located within its 11 diverse municipalities and 10 electoral areas.

**The Role:**

Reporting to the Manager of Environmental Services, the position of Invasive Plant Management (IPM) Coordinator will coordinate on-the-ground invasive plant treatments on roadsides and highway corridors throughout the TNRD. This person will be involved in the creation of tenders and contracts with third party contractors, monitoring the work ensuring good efficacy and value while adhering to all environmental, safety, and regulatory requirements. The IPM coordinator will also have a role in general invasive plant education and coordination related to the strategic plan set by the Thompson Nicola Invasive Plant Management Committee (TNIPMC). This role works with limited supervision, requiring a high degree of contact with TNRD staff, Provincial Ministry staff, contractors, and the general public.

**Primary Duties of the Role include:**

- Coordinate all invasive plant treatments on roadsides and highways in the TNRD
- Work with Provincial Ministry staff, stakeholders, and land managers to prioritize treatment areas
- Develop tender documents and contracts for invasive plant treatments, including creating detailed maps of treatment areas
- Monitoring work of hired contractors to ensure efficacy and contract compliance
- Ensure all work is conducted in compliance with the Integrated Pest Management Act and adhering to the applicable pest management plan (MOTI and/or TNRD)
- Ensure treatments are on schedule and within budget
- Act as primary contact responding to all complaints/concerns from members of the public relating to invasive plants
- Complete all reporting requirements, including annual reports and ensuring all public land treatments are entered into Invasive Alien Plant Program (IAPP)
- Administer all aspects of TNRD invasive plant landowner assistance program
- Oversee the education and coordination function of the Thompson-Nicola Invasive Plant Management Committee (TNIPMC)
- Act as the coordinator for the TNIPMC, including developing agendas and reports for regular TNIPMC meetings
- Follow up on complaints related to the TNRD's Invasive Plant Control Bylaw

**You are an experienced professional with:**

**Required Education and Experience**

- An undergraduate degree in natural resource science, biology, forestry, or related field
- Five (5) years of related experience (Please ensure you clearly specify how your experience directly relates to this position in your cover letter)
- This position requires membership, or eligibility for membership, in the BC Institute of Agrologists. Designation as a professional in forestry or biology (RPF, or RPBio) will be considered.
- Valid Class 5 Drivers Licence
- Familiar with GIS mapping software and provincial Invasive Alien Plant Program (IAPP)
- Experienced communicating with public; including one-on-one, as well as formal public meetings
- Contract management experience
- Demonstrated knowledge and experience in the application of federal, provincial and local government regulations and guidelines as they relate to Invasive Plant Management
- An equivalent combination of education, training and experience may be considered

**Required Skills and Abilities**

- In-depth understanding of invasive plant management
- Excellent plant identification skills
- Good knowledge of herbicides and proper use, including a the BC Integrated Pest Management Act and other relevant legislation
- Project management and contract administration skills
- Excellent organizational skills, with the ability to establish multiple projects and priorities and independently manage workload and projects to meet timelines and budget expectations.
- Proficient using computers/devices and ability to learn new systems/technology
- Exceptional interpersonal skills, specifically a demonstrated ability to proactively develop mutually beneficial working relationships with colleagues, clients, consultants, contractors and others. Must be a strong team player. Ability to effectively direct and oversee contractors and consultants.
- Effective oral and written communication skills, specifically in the preparation of reports and public education materials and including ability to communicate complex technical and concepts to non-technical people
- Strong negotiating skills, diplomacy and tact.
- Ability to work independently with limited supervision.

This position falls under the provisions of the Collective Agreement with the Canadian Union of Public Employees, Local 900. The placement of the Environmental Services Technologist II is at Pay Grade 10, which is \$2,366.57 to \$2,746.69 biweekly.

Please email your application to [humanresources@tnrd.ca](mailto:humanresources@tnrd.ca)  
by **4:00 p.m. on March 5, 2019 quoting Competition No. 2019-010.**

Applications **must include a cover letter and resume** outlining your qualifications and experience. While we appreciate the interest of all applicants, only those candidates under consideration will be contacted.