

**BENCHMARK POSITION DESCRIPTION – BM #21  
MINISTRY OF FORESTS AND RANGE**

<b>1. POSITION TITLE</b>	<b>2. CLASSIFICATION LEVEL</b>
Forest Establishment Officer	LSO 5
<b>3. DIVISION</b>	<b>4. BRANCH</b>
Forest Stewardship	Forest Practices
<b>5. IMMEDIATE SUPERVISOR</b>	<b>6. LOCATION</b>
Manager, Harvesting and Silviculture Practices Section	Victoria

**Program Function** Describe the purpose of the program and organization in which the position operates.

The Stewardship mandate is to promote forest management strategies and practices that ensure the sustainable use of BC forests and the protection of key environment values under the Forest and Range Practices Act. The Forest Practices Branch supports this mandate by leading the development, monitoring and evaluation of forest and range stewardship laws, policy and practices in order to reduce regulatory burden, encourage economic benefits and maintain scientifically based stewardship and environmental standards. The Branch also formulates and leads provincial programs, strategies and initiatives.

**Purpose of Position and Summary of its Functions** This may be used for POSTING purposes.

The position is responsible for providing provincial leadership and expertise in the development of legislation, policy and standards, and for managing a variety of related reforestation initiatives. As the ministry's forest establishment expert, the position leads and manages a team of professionals in this field.

**Organizational Structure and Working Environment**

The Officer is one of four reporting to the Manager, Harvesting and Silviculture Practices. The position supervises four licensed professionals and functions with considerable independence in determining policy and program frameworks for forest establishment and reforestation initiatives. The position works with scientists, professionals and field practitioners in government and the forest sector and represents the ministry on provincial and international projects.

**Position's Specific Functions and How They are Performed**

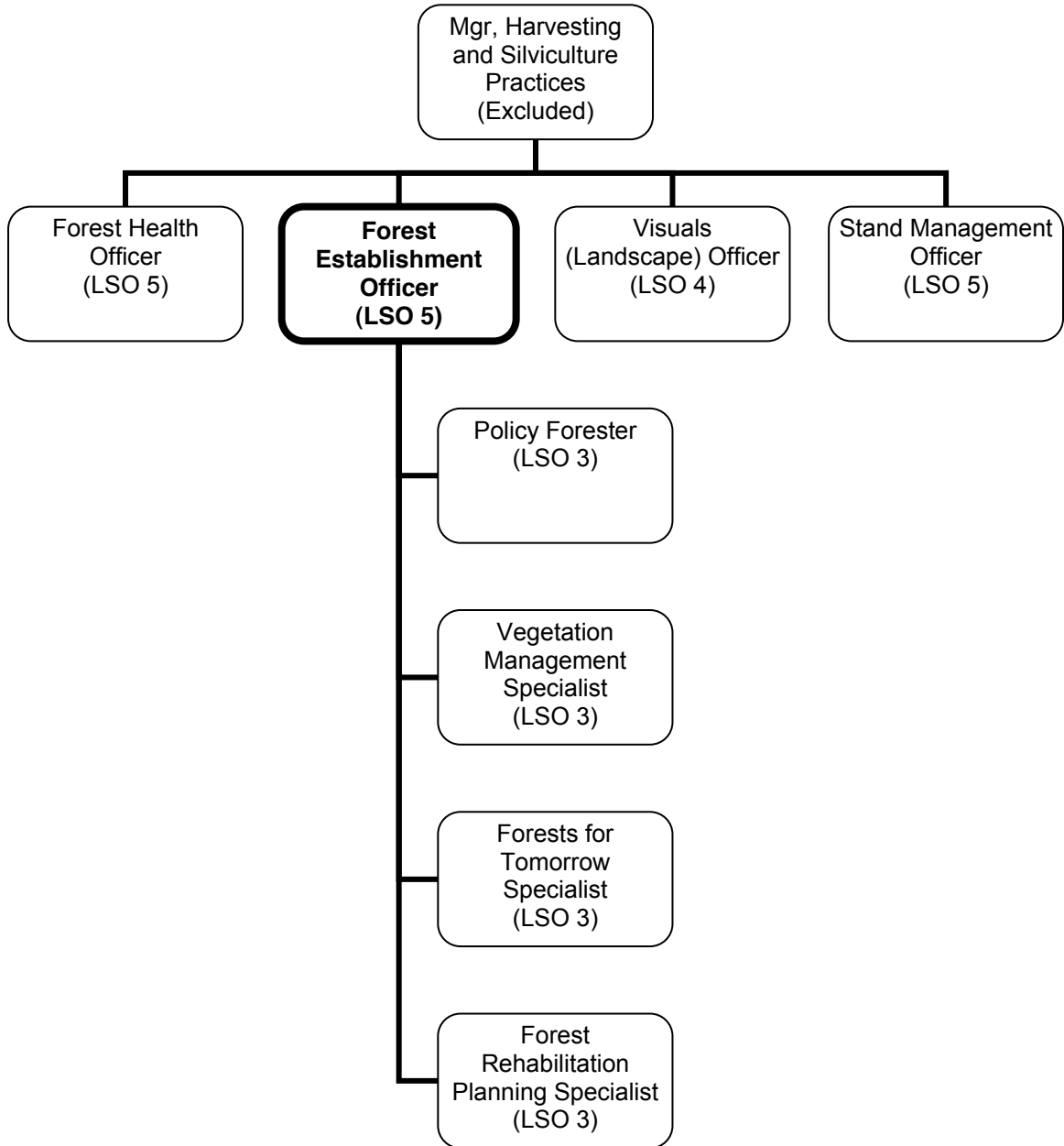
- 1. 35% Provides leadership and expertise in the development of legislation, policy and standards by:**
  - Developing, interpreting and evaluating legislation and regulations for site rehabilitation, reforestation, vegetation management and mixed woods
  - Developing scientifically based standards and best management practices for forest establishment
  - Reviewing and assessing strategic policy and legislation direction
  - Assessing current program effectiveness and policy deficiencies and developing options to improve program policy
  - Establishing goals, measures and performance indicators
  - Monitoring and reporting on progress and achievement of objectives
  
- 2. 30% Leads and/or manages the Forest Establishment Program and a variety of related initiatives by:**
  - Developing and implementing a program framework and initiative infrastructures
  - Developing strategic responses to provincial issues
  - Determining and advocating for funding requirements and allocating funding
  - Serving as the provincial expert and representative on a broad range and complex set of initiatives on forest establishment and reforestation
  - Determining implementation strategies and priorities

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- Working with inter-ministry and inter-agency representatives
  - Negotiating and overseeing protocol and resource agreements
  - Preparing provincial work plans/schedules
  - Establishing targets, and, monitoring and reporting systems
  - Identifying and addressing implementation issues
  - Assessing and approving ministries and agency project proposals and funding/investment
  - Evaluating and improving the program and related initiatives
  - Representing the Branch on interagency committees and task forces
- 3. 10% Leads the development and distribution of extension and communication materials by:**
- Overseeing the preparation of interpretation guidelines, implementation tools and training modules
  - Developing communication strategies and facilitating consultation with ministry/agency staff, stakeholders and First Nations
  - Providing expert advice to regional staff, licensees and First Nations
  - Providing reports, briefings and expert advice to the Director, Executive and committees
  - Coordinating the delivery of information and training sessions
- 4. 20% Provides leadership and direction to a team of professional staff by:**
- Providing technical and administrative supervision
  - Participating in the recruitment, and selection of staff
  - Establishing annual and multi-year business and performance objectives
  - Determining work priorities and assigning work to staff
  - Identifying training and development needs and ensuring staff receive training
  - Conducting performance appraisals
- 5. 5% Performs other related duties**

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**ORGANIZATION CHART – FOREST ESTABLISHMENT OFFICER**



**BENCHMARK CLASSIFICATION RATIONALE – BM #21  
MINISTRY OF FORESTS AND RANGE**

**TITLE: Forest Establishment Officer**

**LEVEL: LSO 5**

**DIVISION/BRANCH: Forest Stewardship/Forest Practices**

FACTOR	POINTS
<p><b><u>PURPOSE OF POSITION</u></b> The primary focus of this position is to provide leadership and expertise in the development of legislation, policy and standards and to manage a variety of related reforestation initiatives. The position also leads and manages a team of ministry professionals at the seasoned level.</p> <p><b><u>KNOWLEDGE</u></b> The work requires a broad knowledge of Forestry with a considerable depth in forest rehabilitation and regeneration systems to develop and evaluate legislation and regulations for site rehabilitation. The requirement to plan, develop and implement a program framework and initiative infrastructures and to evaluate existing legislation is highly analytical work requiring the position to make many judgements based on knowledge gained through extensive experience in forest rehabilitation and regeneration.</p> <p>Requires registration as a Professional Forester.</p>	<p>E(1)b 130 Or E(2)</p>
<p><b><u>JUDGEMENT</u></b> <u>Originality and Complexity:</u> The position functions as the highest level of technical planning within this organizational hierarchy by virtue of the requirement to plan the operational aspects of the program including establishing and developing funding requirements and allocating funding, determining resource requirements and establishing program goals and measures. The work also includes implementing a program framework and initiative infrastructures associated with reforestation and rehabilitation.</p> <p><u>Technical Supervision Received:</u> The position is one of six reporting directly to the Manager who is not required to have as much depth of knowledge as this position. The work output associated with policy and legislation development would be reviewed upon completion.</p>	<p>D3 113</p>
<p><b><u>ORGANIZATION AND PROGRAM ROLE</u></b> The primary role of the position is to provide technical supervision to Licensed Science Officers that are beyond the training level.</p>	<p>III(b) 50</p>
<p><b><u>ADMINISTRATIVE SUPERVISORY RESPONSIBILITY</u></b> The position supervises four ministry licensed professionals.</p>	<p>1 – 4 4</p>

**TOTAL POINTS 297**

LEVEL	POINT RANGE
1	168 – 203
2	204 – 237
3	238 – 267
4	268 – 295
<b>5</b>	<b>296 – 365</b>