

**BENCHMARK CLASSIFICATION RATIONALE – BM #5
MINISTRY OF AGRICULTURE AND LANDS**

1. POSITION TITLE	2. CLASSIFICATION LEVEL
Manager, Business Information	LSO 4
3. DIVISION	4. BRANCH
Strategic Industry Development Division	Business Risk Management
5. IMMEDIATE SUPERVISOR	6. LOCATION
Director, Business Risk Management	Kelowna

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

The Branch is responsible for the provision of services to help farmers and farm organizations proactively manage uncertainty. The Branch also provides risk management advice and support for all Ministry plans and programs.

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

The Manager is responsible for providing leadership in the provision of agricultural/farm related business information services for business information planning and for agricultural/farm related insurance, income stability and compensation programs. The position is also responsible for managing and providing direction to a team of technical and licensed professional specialists.

Organizational Structure and Working Environment

As one of six positions reporting directly to the Director, Business Risk Management the position functions with considerable independence in the provision of day-to day-services. As an expert in data and business information planning, the position works closely with all levels of Ministry management and staff and with various federal and provincial agencies and negotiates spatial and digital data sharing and data exchange agreements.

Position’s Specific Functions and How They are Performed

- 1. 25% Provides leadership in the provision of business information services by:**
 - Participating as a member of the Branch Management Team in the development of strategic direction and management of operational issues
 - Providing input into the determination of program priorities
 - Managing the Branch’s ongoing information technology requirements including hardware and software, applications support, network management and website development and maintenance
 - Ensuring the provision of business application expertise in the development, operations, maintenance, enhancement and integration of customized business applications for insurance, income stability and compensation programs

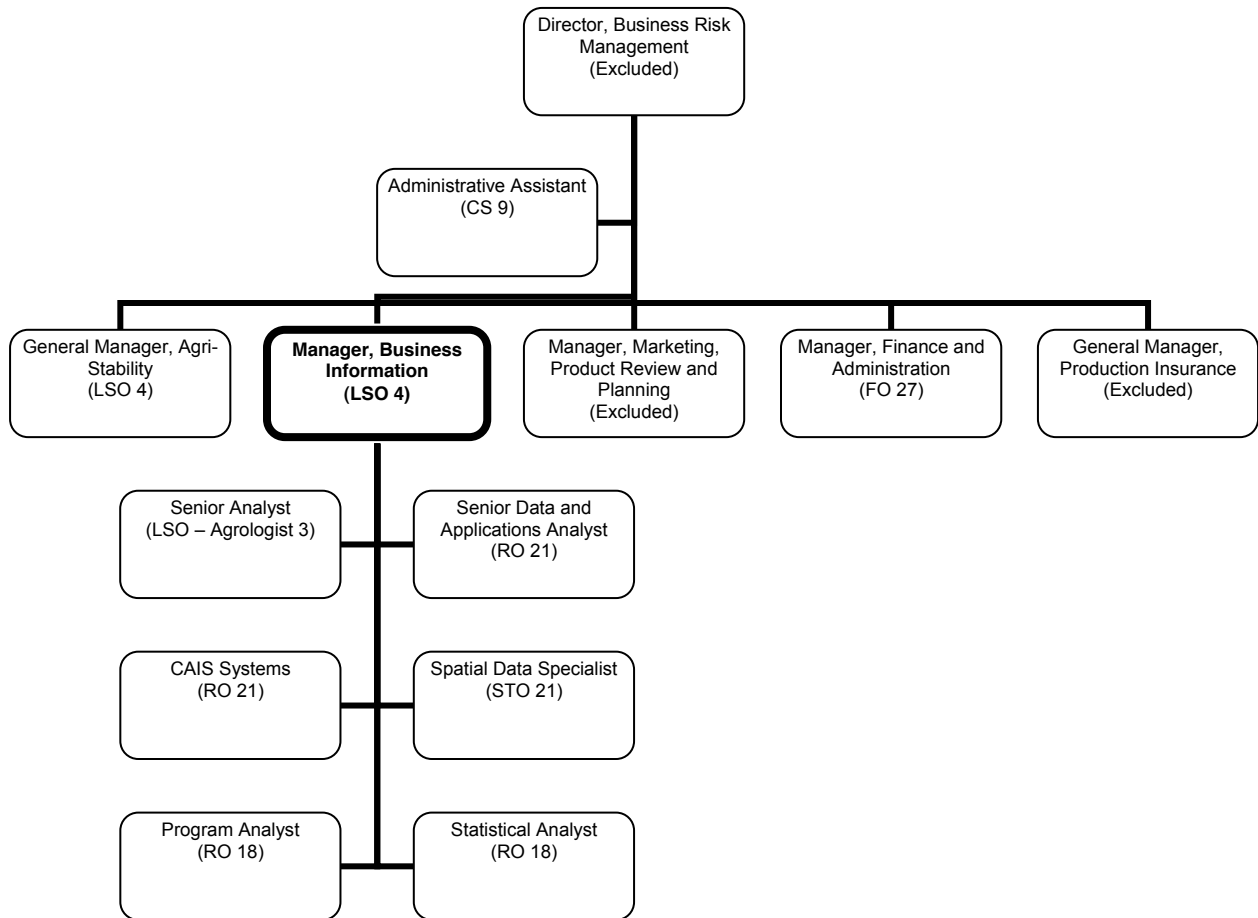
- 2. 60% Provides Business Information Planning services related to agricultural production, practices and principles for BC commodities by:**
 - Identifying and assessing legislative, corporate and program changes and initiatives to determine the impact on the Branch’s information requirements
 - Creating annual and long-term information plans in conjunction with the Information Management Branch and the Office of the Chief Information Officer
 - Identifying goals and associated budget requirements
 - Working closely with other branch managers, sectoral and federal representatives to identify and exploit opportunities for inter agency data collection and data sharing and to set priorities
 - Leading the production and analysis of program and statistical/financial information to support branch and ministry strategic and program planning, decision making and issues management
 - Providing expertise and leadership to large/major projects or initiatives including development of business cases, project planning, development, testing/piloting, training and assessment activities
 - Introducing new and/or enhanced applications

**BENCHMARK CLASSIFICATION RATIONALE – BM #5
MINISTRY OF AGRICULTURE AND LANDS**

- Establishing province-wide methods and standards for business data collection, storage and security including the protection of privacy
 - Overseeing the collection of spatial (mapping) and digital agriculture data
 - Facilitating the establishment of a spatial database for geo-reference and integration of spatial data with business applications
- 3. 10% Manages and provides direction to a team of technical and licensed professional staff by:**
- Setting employee performance and development plans in concert with the employees
 - Assigning work and determining employee responsibilities
 - Conducting performance appraisals
 - Identifying and communicating section goals and priorities
- 4. 5% Performs other related duties**

**BENCHMARK CLASSIFICATION RATIONALE – BM #5
MINISTRY OF AGRICULTURE AND LANDS**

ORGANIZATION CHART – MANAGER, BUSINESS INFORMATION



**BENCHMARK CLASSIFICATION RATIONALE – BM #5
MINISTRY OF AGRICULTURE AND LANDS**

TITLE: Manager, Business Information

LEVEL: LSO 4

DIVISION/BRANCH: Strategic Industry Development/Business Risk Management

FACTOR	POINTS
<p><u>PURPOSE OF POSITION</u> The primary focus of this position is to provide leadership in the provision of business information services and for business information planning. The position is also responsible for managing and providing direction to a team of technical and licensed professional specialists.</p> <p><u>KNOWLEDGE</u> The work requires a broad knowledge of agrology with considerable depth of knowledge of agricultural production, practices and principles for B.C. commodities in order to assess legislative, corporate and program changes, and initiatives to determine the impact on the Branch's information requirements. The position also ensures the provision of business application expertise in the development, operations, maintenance, enhancement and integration of customized business applications for insurance, income stability and compensation programs.</p> <p>Requires registration as a Professional Agrologist.</p>	<p>E(1)b 130 OR E(2)</p>
<p><u>JUDGEMENT</u> <u>Originality and Complexity:</u> The work requires interpreting the fine points of ministry regulations and policies, and federal/provincial agreements to establish province wide methods and standards for business data collection, storage and security. The provision of business application expertise in the development, operations, maintenance, enhancement and integration of customized business applications for insurance, income stability and compensation programs involves the analysis and interpretation of a wide variety of complex data. The position makes major adaptations to previously developed methodologies and applications and oversees the development of training modules, user guides and other instructional materials. The position also directs the work of a licensed professional position that is beyond the training level.</p> <p><u>Technical Supervision Received:</u> The position is one of six reporting to the Director who is not required to have the depth of knowledge of this position. Much of the position's work output goes directly to clients when working with Ministry, provincial and federal agency representatives and as such, the work receives only a general review.</p>	<p>C3 99</p>
<p><u>ORGANIZATION AND PROGRAM ROLE</u> The position exercises technical supervision over a licensed science officer which is beyond the training level.</p>	<p>III(b) 50</p>
<p><u>ADMINISTRATIVE SUPERVISORY RESPONSIBILITY</u> The position supervises a staff of six positions.</p>	<p>5 – 9 6</p>

TOTAL POINTS 285

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