



CITY OF
PRINCE GEORGE

JOB DESCRIPTION

<u>JOB TITLE:</u>	ENVIRONMENTAL TECHNICIAN	<u>SCHEDULE:</u>	B
<u>DIVISION:</u>	ENGINEERING SERVICES	<u>PAYGRADE:</u>	13
<u>DEPARTMENT:</u>	ENGINEERING AND PUBLIC WORKS		

JOB SUMMARY:

The Environmental Technician is responsible for supporting and assisting on a wide variety of environmental projects and programs for the municipality. This position plays a supportive role in environmental initiatives, provides technical direction, performs environmental monitoring and sampling, and coordinates City public outreach programs. There is additional responsibility for site assessments and environmental monitoring related to regulatory bylaws (e.g. zoning bylaw, subdivision control bylaw, tree protection bylaw, storm sewer bylaw) and commenting on current planning applications as needed.

The Environmental Technician supports the interpretation of environmental legislation and regulations and assists the City in achieving compliance. The incumbent assists on a variety of environmentally sensitive projects. Some independence is required in fulfilling the duties of this position. Performs related duties.

MAJOR RESPONSIBILITIES:

Under the general direction of the Supervisor, Energy, Environment & Sustainability:

Assists in environmental aspects of City activity by:

- providing technical direction to staff engaged in environmental work;
- supporting City capital and maintenance projects and providing the necessary support with respect to site inspections and environmental monitoring activities;
- participating in fieldwork and technical analysis including but not limited to:
- gathering water and soil samples to determine contamination level and assess environmental conditions;
- performing chemical, physical, and biological tests on water and soil samples and documenting results;
- performing spill clean-up response
- assisting the City to achieve compliance regarding environmental legislation and regulations;
- performing literature reviews on other municipality bylaws and programs related to a broad spectrum of environmental issues to assist in making recommendations on amendments or identifying the need for existing/new City bylaws/programs;
- providing support for carbon emission programs that the City is involved with; and
- implementing quality control and quality assurance protocols for testing materials for conformity and compliance.

Plays a supportive role in coordinating and managing a variety of environmental initiatives and projects by:

- representing the City's environmental interests and participating as a member of various committees;
- representing the City's interests by working with external groups and agencies;
- representing the environment and sustainability on interdepartmental and intergovernmental committees;
- handling referrals for concerns with beavers and beaver dams and providing assistance with legislation;
- assisting in the preparation and revision of various City bylaws (e.g. Storm Water Bylaw) and the Official Community Plan and undertaking the completion of reports addressing environmental issues as required.: and,
- performing site assessments and environmental monitoring related to regulatory bylaws (e.g. zoning bylaw, subdivision control bylaw, tree protection bylaw, storm sewer bylaw) and commenting on current planning applications as needed.

Educates the public on environmental issues by:

- providing public education on environmental topics that the City of Prince George is involved in such as watershed stewardship, air quality, storm water quality, and water conservation;
- providing City staff with training related to the environment including such topics as environmental legislation and regulations, sediment and erosion control, and working around creeks and streams;
- liaising with the general public, School District No. 57, CNC, UNBC and other agencies with respect to environmental issues; and,
- assisting on educational programs on a variety of environmental topics as required.

QUALIFICATIONS:

Education: Two-year diploma in Biology, Environmental Science, Environmental Planning or a related discipline.

Experience: Minimum of one year of experience in environmental assessment and monitoring including water and soil sampling.

Knowledge and Skills: Knowledge of the environment, including air and watercourse issues, with a focus on planning, management, assessment and monitoring. Knowledge of erosion and sediment and best management practices for working in or about a stream. Knowledge of BC Water Sustainability Act. Demonstrated initiative and the ability to function in an independent manner. Ability to communicate effectively both orally and in writing and the ability to relate effectively to the public. Ability to make presentations to technical and public groups and communicate effectively and respectfully with other City employees. The ability to develop and maintain professional, cooperative and mutually respectful relationships with a variety of internal and external contacts. Ability to undertake fieldwork and research, and prepare reports within short timeframes. Strong organizational and time management skills. Ability to handle multiple tasks and a demanding workload, and effectively meet deadlines. Demonstrated initiative, judgment and creativity in carrying out projects. Ability to deal courteously, tactfully, diplomatically and professionally with staff and members of the public. Ability to work within, and

contribute to a pro-active team environment. Ability to remain current in environmental issues and related legislative changes. Strong computer abilities in a Windows-based environment. Knowledge of WorkSafe regulations such as those related to Bullying & Harassment.

Valid BC Driver's license: Yes. Valid BC Driver's License, class 5 unrestricted.
Vehicle Usage: Yes. As per vehicle usage policy.
Police Information Check: N/A

Date Prepared:
Revised by:
Date Revised: June 2019
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