



Posted: Thursday, October 3, 2019
Job Number: E-19-20
Job Type: Permanent Full-time, Non-Union
Closing Date: Thursday, October 17, 2019

Choose Barrie

The City of Barrie is a vibrant, progressive and growing community with deep connections to our heritage, to nature and to the opportunities surrounding us.

Our community values quality of life; the ability to play year-round with 300 hectares of park space, our beautiful waterfront, our lively downtown core and the nearby hills, wetlands and forests. We also value connections; to our neighbours and the community, to our road and rail network, and to the opportunity Barrie provides to enjoy life.

Everything Barrie has to offer, from the water we drink to the roads we travel on, has one thing in common - municipal workers. Joining a municipality is one of the most rewarding, engaging and exciting careers you could choose. It is a career you can take pride in knowing that every day you make a positive impact on an entire community. We are one team, with one goal and we all work together to continue making our community great.

The Opportunity

The Roads, Parks and Fleet Department is comprised of five Branches; Administration, Traffic and Parking, Parks and Forestry, Roads and Rail; and Fleet Services. Key responsibilities include the operation and maintenance of the City's public works infrastructure and systems including roadways; rail, storm drainage systems; waste water collection; winter control; parks and green spaces; signals and streetlights; parking operations; transportation planning and the corporation's fleet of vehicles and equipment.

Under the general guidance and direction of the Manager of Parks and Forestry, the Supervisor of Parks Services and Construction position is responsible for the supervision, operation, and administration of the Parks Maintenance and Civic Horticulture Section. Specifically, this position is responsible for developing, administering and overseeing the maintenance, operation, repair and construction services in support of waterfront and park amenities, while ensuring compliance with municipal, provincial and federal legislation, regulations and standards. Additionally, this position supervises and oversees contracted services for construction projects, operational maintenance and repair of the City's parks, horticulture services, infrastructure and assets. Lastly, this position reviews, processes and comments on site plans and land-use development applications impacting the City's parks; oversees and participates in the planning and design of park infrastructure and landscape development projects; networks with event organizers, city partners and user groups to facilitate events; plans and conducts site inspections and manages safety plans. Overall, this position plays an integral role in overseeing the implementation of programs and work plans to enhance the City of Barrie's parks and natural open spaces to maintain a safe, clean and suitable environment for its residents and visitors of the City of Barrie.

Our Culture and Qualifications of the Job

Corporate Culture

- Your workplace values align with our corporate values of *Strive, Share and Care* and you want to join us in providing exceptional services and programs to build a prosperous, growing and sustainable community

Education (degree/diploma/certifications)

- Four (4) year University Degree in Landscape Architecture, Horticulture, or related discipline
- Canadian Playground Inspector Certification from an accredited association, organization and/or institution

Experience

- Four (4) years of experience in municipal parks maintenance, operations and management work environment including two (2) years of supervisory experience in a unionized work environment
- Demonstrated experience in parks, recreation, park facilities, design and construction within an urban growth environment
- Demonstrated experience reviewing, analyzing, and making recommendations regarding development applications as they relate to parks and horticulture which involves the consideration of technical issues, procedural issues and political sensitivities
- Experience with reading construction drawings and layouts

Knowledge/Skill/Ability

- General knowledge and understanding of the following legislation, regulations and/or requirements:
 - Conservation Authorities Act
 - Environmental Protection Act
 - Public Lands Act
 - Drainage Act
 - Ontario Electrical Safety Code
 - Public Health Act/Pool Regulations
- General knowledge of management principles, labour relations principles and collective agreement administration, and contemporary management practices
- Working knowledge of:
 - Parks, waterfront and open space planning
 - Land development processes including secondary planning, site planning and subdivision control
 - Municipal government functions, responsibilities and services
- Working knowledge and understanding of the following legislation, regulations and/or requirements:
 - Planning Act
 - Construction Act
 - Ontario Building Code
 - Ontario Electrical Safety Code
 - Technical Standards and Safety Act
 - Occupational Health and Safety Act
 - Employment Standard Act
 - Conservation Land Act
 - Fish and Wildlife Conservation Act
 - Lakes and Rivers Improvement Act
 - Lake Simcoe Protection Act
 - Highway Traffic Act
 - Ontario Parks Association (OPA) Best Practices Manual
 - Municipal Act
- Thorough knowledge of the following legislation, regulations and/or requirements:
 - Endangered Species Act
 - Invasive Species Act
 - Weed Control Act
 - Plant Protection Act
 - Accessibility for Ontarians with Disabilities Act
 - Canadian Standards Association (CSA) Playground Standards
 - Health Protection and Promotion Act

- Line Fence Act
- Occupier's Liability Act
- Ontario Trails Act
- Thorough knowledge of:
 - The management of parkland, horticulture infrastructure and amenities including but not limited to playgrounds, greenhouses, park structures, irrigation systems, sports facilities, trails, splash pads and outdoor rinks
 - Parks, trails, open space, and horticulture maintenance practices
 - The operation of specialized parks and horticulture equipment, the proper and safe use of that equipment
 - Construction principles and best practices
 - Tender preparation and processes
- Demonstrated ability to:
 - align section programs/services with branch, departmental, divisional and corporate goals, objectives and initiatives;
 - maintain a high standard of public relations at all times;
 - interact effectively and courteously with all levels of staff and contacts in a political and community/client service environment;
 - exercise discretion and judgment when handling confidential, sensitive, and/or controversial information;
 - identify complex problems, develop and evaluate options, and implement solutions utilizing reason, judgment and prescribed resources;
 - lead, coach, mentor and support staff;
 - perform in a manner which is consistent with corporate goals, vision, mission, and values;
 - read and interpret plans, maps and infrastructure drawings;
 - understand and interpret grade stakes and other site survey work;
 - set priorities, meet deadlines and manage work demands;
- Intermediate time management, interpersonal, communication, report writing, collaboration, negotiation, problem-solving, staff leadership and supervisory skills
- Intermediate computer literacy utilizing Microsoft Office Suite (Excel, PowerPoint, Outlook and Word), computerized maintenance management systems, GIS and the Internet
- Availability to assist with after-hours questions and/or emergencies; to attend evening/weekend meetings or special events; and/or to work outside of designated normal hours per week

Conditions of Employment

- Valid Ontario Class "G" Driver's Licence in good standing
- Satisfactory Criminal Record Check

Other Important Information

Location: Operations Centre, 165 Ferndale Drive North, Barrie, Ontario

Hours: The normal hours of work are 40 hours per week; however, some non-standard hours may apply

Wage: This position is a permanent full-time, non-union position with the following pay level and 2019 pay range:

- *Pay Level:* Level 12
- *Yearly Salary:* \$88,993.76 to \$113,604.27 per year
- *Hourly Pay Rate:* \$42.79 to \$54.62 per hour

Benefits: This position includes a comprehensive non-union benefit plan, including but not limited to extended health and dental coverage, life and accident insurance, paid vacation and sick days, short/long term disability plans, OMERS pension plan, discounted rate for City Fitness Memberships and much more.

The Application Process

Please submit your resume electronically by quoting **E-19-20 Supervisor of Parks Services and Construction** in the subject line (*MS Word or pdf format only*) to email Hire.Me@Barrie.ca by Thursday, October 17, 2019.

Don't meet the credentials as outlined but have years of directly related experience? Please see the City's [Education Equivalency Procedure](#) to determine if you may qualify for equivalency. Further information is available at www.barrie.ca/JobOpps.

- [Position Equivalency Code: F](#)

Please note that verification of educational credentials will be required at the interview stage of the selection process.

The City of Barrie is an equal opportunity employer and we will accommodate the needs of applicants under the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment and selection process.

Personal information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) for the purpose of candidate selection.

Disclaimer: The job posting has been designed to indicate the general nature and essential duties and responsibilities of work performed by employees within this job title. It may not contain a comprehensive inventory of all duties and responsibilities required of employees to do this job. For full position details, please request a copy of the Job Description by emailing Hire.Me@Barrie.ca.

We thank all applicants and advise that only those selected for an interview will be contacted.