



IDENTIFICATION

Department	Position Title	
Environment and Climate Change	Operations Forester	
Position Number	Community	Division/Region
23-811	Hay River Reserve	Forest Management

PURPOSE OF THE POSITION

The Operations Forester (Forester) is responsible for managing the ongoing development and implementation of the timber scaling program of the Department of Environment and Climate Change (ECC), and the design, coordination, implementation, and management of various field programs that meet the Departmental needs regarding forest mensuration, ecology, silviculture, and forest operations. The incumbent is responsible for the overall integrity and quality assurance of the data collected through these programs.

SCOPE

Located on the Hay River Reserve and reporting to the Manager, Forest Resources (Manager), the Operations Forester is the Department's key member with regard to the development and operation of the revised scaling program. Working closely with Forest Management Agreement (FMA) holders, license holders, and wood product proponents, this position stands to implement a statistically defensible scaling program that will be continuously enriched alongside forestry development in the Territory.

The Department of Environment and Climate Change's (ECC) manages larger forest harvesting programs. The Forester is responsible for the development and management of a robust timber scaling program, by measuring, auditing and managing mensuration and other operational information. Beyond leading the Department's timber scaling program, the Operations Forester also serves as the Department's field data program and silvicultural coordinator. As required, the incumbent designs and implements various field programs across the Northwest Territories to meet the needs of the Department. This may involve serving in a training, supervisory, and/or field auditing role. Although the position is based on the Hay River Reserve, the incumbent may be required to travel extensively to accomplish these responsibilities. Once projects are completed, the management, compilation, and reporting of field data spanning



topics of forest inventory, growth and yield, and sustainability and silvicultural assessments will also be a primary task. The overall integrity, interpretation, and subsequent storage of all field data is the responsibility of the Operations Forester.

The Forest Management Division (FMD) provides the policy, planning, and regulatory framework for the stewardship, protection, and sustainable management of forest resources on 75 million hectares of forested land in the Northwest Territories (NWT). The Forest Management Program, through its Sustainable Forest Management activities led by the Forest Resources section is responsible for sustainable forest management, which is ensured through the collection of information on the state of forest resources; forest management planning; monitoring of forest health and changes to forest landscapes; regulation of forest practices and planning; and compliance and reporting.

The position serves as the occupational health and safety representative for the Forest Resources office. This role fills a crucial health and safety requirement and promotes workplace safety between the office and field environments. The incumbent works to improve workplace safety while fulfilling the requirements outlined in *the Northwest Territories Safety Act* and its associated regulations.

RESPONSIBILITIES

1. Manages and leads the Department's timber scaling program.

- Leads the ongoing development and operation of the Department's scaling program while providing recommendations to improve the system.
- Collaborates with FMA holders, license holders, and wood product proponents to ensure an efficient scaling system.
- Ensures compliance and consistency in the delivery and implementation of the procedures, legislation, policies, and regulations regarding the scaling program.
- Provides reporting and recommendations to the Inventory Forester concerning links between inventory volumes, operational estimates, and scaled volumes.
- Monitors and educates Northwest Territories' timber operators and Forest Management Division (FMD) staff on all aspects of the scaling program.
- Ensures haul estimates are reasonable, scale tickets are captured and recorded correctly, and the data is securely held in the departments' forest information tracking system (FITS).
- Performs check scaling to ensure quality and consistency of sample loads.
- Enforces accurate load tracking that provides linkages back to sourced areas.
- Employs an unbiased and statistically defensible plan to ensure reliable mass-scale factors are being applied.
- Interprets annual operating plans to ensure an appropriate stratification of the scale population is being utilized.



- Explores the impacts of species, growth rate, age, moisture content, logging method, and log size on the weight to volume ratio and makes recommendations.
- Prepares and updates a scaling manual that is relevant to forest operations in the Northwest Territories

2. Designs and implements various Forest Resources field programs under the direction of the Inventory and Planning Forester.

- Designs, coordinates, and implements field sampling programs related to forest inventory, growth and yield, and sustainability assessments.
- As required, supervises the execution of field programs, including training and/or supervision and auditing of summer field staff and contractors.
- As required, provides detailed reporting and expenditure tracking of field operations.
- Compiles data and provides recommendations to management and communities on resource use options.
- Compiles and analyzes GIS and database information for assessments, updates, and reporting.
- Monitors contract compliance and results of forestry activities to assure adherence to government regulations.

3. Working under the direction of the Ecosystem Forester, establishes plans for the management of silvicultural activities on forested lands.

- Plans for Permanent Monitoring Plots, temporary sample plots, and managing the range of attributes to be measured at the locations.
- Plans and supervises forestry field projects, such as regeneration, thinning, and tree marking, including monitoring growth of new seedlings and other silvicultural prescriptions as assigned.
- Negotiates terms and conditions of agreements and contracts for planting and related forest activities.

4. Performs the role of safety representative for the Forest Resources office.

- Collaborates with the Compliance Forester and other Departmental representatives to ensure an effective occupational health and safety program.
- Reviews applicable legislation to ensure compliance of the Northwest Territories Safety Act and its regulations.
- Ensures field personnel are provided proper safety equipment for field activities.
- Performs regular worksite inspections.

5. Directs and participates in support capacities in wildland fire suppression.



WORKING CONDITIONS

Physical Demands

This position requires fieldwork 16 – 20 weeks per year, during which the incumbent is required to use boats, ATVs, heavy equipment, chainsaws and small engine equipment, and to do heavy lifting and carrying, and hiking through unbroken terrain. During the fieldwork season, the incumbent is required to work long hours of work, normally 10-hour per day. To go to communities and worksites, long hours or driving may be required. The incumbent also sits at a computer terminal for long periods of time.

Environmental Conditions

Fieldwork is a mandatory part of this position. During the fieldwork, exposure to biting insects, wet, cold, heat, and wildlife may occur. Reconnaissance flights require some time spent in small, fixed wing and rotary aircraft.

Sensory Demands

The position requires concentration and alertness during fieldworks and sampling for safety reasons including wildlife and mechanical issues.

Mental Demands

This position requires travel and work away from home for 16 to 20 weeks per year. There can be pressure on the incumbent from time to time to meet tight field work deadlines related to weather and budget.

KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of current timber scaling practices in Canada.
- Knowledge of laws, acts, regulations, and standards relevant to forest inventory, growth and yield, and sustainability assessments and timber scaling.
- Knowledge of the regulatory framework including the *NWT Forest Management Act* and Regulations, Memoranda, Agreements, and best management practices in existence in the NWT.
- Knowledge of the development of objectives and strategies.
- Knowledge of Occupational Health and Safety (OHS) standards.
- Ability to obtain information from observing, receiving, and otherwise from all relevant sources.
- Ability to enter, transcribe, record, store and maintain information in written or electronic/magnetic form.
- Ability to process information by compiling, coding, categorizing, calculating, tabulating, auditing, or verifying information or data.



- Physical ability to perform general physical activities that require considerable use of your arms and legs and moving your whole body, such as climbing, lifting, balancing, walking, stooping, and handling of materials.
- Communication skills both verbal and written form.
- Tactful and diplomatic communication skills with the public.
- Organizational and planning skills
- Ability to collaborate with and engage others to accomplish goals.
- Ability to establish and maintain constructive and cooperative working relationships with internal and external stakeholders and colleagues.
- Knowledge of operating vehicles, mechanized devices, and equipment such as passenger vehicles, ATV's, UTV's, snowmobiles, or watercraft.
- Ability to commit to actively upholding and consistently practicing personal diversity, inclusion, and cultural awareness, as well as safety and sensitivity approaches in the workplace.

Typically, the above qualifications would be attained by:

A bachelor's degree in forestry or other relevant Natural Resource Management programs, with a minimum of two (2) years of directly related experience in forest inventory, silviculture, forestry field work and/or timber scaling.

Equivalent combinations of education and experience will be considered.

ADDITIONAL REQUIREMENTS

Position Security (check one)

- ☐ No criminal records check required.
- ☒ Position of Trust – criminal records check required.
- ☐ Highly sensitive position – requires verification of identity and a criminal records check.

French language (check one if applicable)

- ☐ French required (must identify required level below)

Level required for this Designated Position is:

ORAL EXPRESSION AND COMPREHENSION

Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐

READING COMPREHENSION:

Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐

WRITING SKILLS:

Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐

- ☐ French preferred

Indigenous language: Select language

- ☐ Required
- ☐ Preferred