



JOB DESCRIPTION

CITY OF
ST. CATHARINES

		Employee Group	CUPE Local 150
Job Title	Nature Park Operator	Pay Group	7
Department	Recreation and Community Services (RCS)	Division	RCS Operations
Supervised By	Foremen III	Directs	Seasonal Staff, Gardener I, Students

SUMMARY OF DUTIES:

To oversee and maintain the grounds, facilities, birds and animals of the Bird Sanctuary and Children's Farm.

DUTIES AND RESPONSIBILITIES:

(These set out the principal functions of the position, and shall not be considered as a detailed description of all the work requirements.)

1. Feed, maintain, and generally care for the animals of the Children's Farm.
2. Feed, maintain the environment for and generally care for the wild birds in the sanctuary.
3. Maintenance of turf, including fertilizing, aerating and over seeding park.
4. Maintenance of annual flower beds and horticultural displays.
5. Maintenance of herbaceous and woody plant collections including Rhododendrons at the pond area and other unique specimen plantings; including required pruning, propagation and other cultural requirements.
6. Using appropriate equipment, maintain the grounds, gardens, buildings, picnic areas, and washrooms.
7. Perform minor repairs on buildings and equipment.
8. Oversee the security of the property.
9. Ensure equipment is safe to operate, securely stored and practice good housekeeping of vehicle and work area.
10. Assist the Supervisor in overseeing and providing direction to Gardiner I's, seasonal staff and students.
11. Provide excellent customer service including: interacting with the general public and providing insight and information on the site's unique horticultural and animal collections, and responding to needs of all customers and staff as required.
12. Efficiently and accurately complete paperwork (e.g. daily performance logs, time sheets and accident reports).
13. Perform other similar and related duties as required.

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POSITION REQUIREMENTS:

- Grade 12 Diploma or General Educational Development (GED) Certificate.
- Post-secondary diploma in horticulture or equivalent combination of education and experience.
- Working knowledge of IPM (Integrated Pest Management).
- Valid - Standard First Aid / CPR C Certification as recognized through the Workplace Safety and Insurance Board (WSIB).
- Valid, unrestricted Class "G" driver's licence (standard and automatic transmission) held in good standing.
- Formal training and experience with the Occupational Health and Safety Act in particular as it relates to maintenance and construction activities (e.g. Personal Protective Equipment (PPE), fall arrest, trench safety).
- A demonstrated commitment to enhancing a safety culture. Knowledge of City of St. Catharines safety policies preferred.
- Demonstrated knowledge of the Ontario Traffic Manual with emphasis on Book 7 preferred. Ability to safely set up traffic control in work zones during roadway or utility construction and maintenance operations.
- Good basic knowledge and experience in the care and maintenance of turf, plant material, and farm animals; and a genuine interest in parks, horticulture, animals and birds.
- Good basic skills in the use of light truck, farm tractor, hand and power tools for grounds, buildings and equipment repair.
- Ability to meet the physical demands of the job as described in the physical demands analysis (PDA).
- Availability to work flexible hours (e.g. working shifts for a 7 day operation and overtime)
- Effective time management skills and attention to detail with the ability to organize work to meet deadlines, multi-task and work independently in situations with minimal supervision.
- Exceptional customer service skills with a strong sense of public service and cooperation, and well developed abilities to deal with the public and citizens' groups.
- Ability to work with, provide direction to, and support all staff while fostering an inclusive and respectful workplace.
- Basic computer skills, experience with Microsoft Office Suite an asset.