

Job Class Profile: Forest Tree Nursery Supervisor**Pay Level: CG-29 Point Band: 622-675**

Factor	Knowledge	Interpersonal Skills	Physical Effort	Concentration	Complexity	Accountability & Decision Making	Impact	Development and Leadership	Environmental Working Conditions	Total Points
Rating	4	4	3	4	4	3	3	3	4	
Points	187	67	19	19	120	65	62	64	43	646

JOB SUMMARY

The Forest Tree Nursery Supervisor performs supervisory forest nursery and tree planting work in the operation of a provincial forest tree nursery.

Key and Periodic Activities:

- Organizes and directs the daily activities of Labourers and Equipment Operators involved with land clearing, ploughing, seedbed preparation, transplanting, weed control, fertilization and irrigation, road construction and maintenance.
- Assigns work priorities, explains new projects, provides instruction in use of equipment, and checks the accuracy and completeness of work.
- Assists in planting and cultivating in experimental plots; collects, measures and records a variety of samples for laboratory analysis; and applies insecticides and fertilizers under prescribed formulas.
- Assists in the extraction of seed at the nursery by performing the necessary manual operations. Ensures that cones collected and seed extracted are properly bagged, labelled and stored.
- Assists in performing a variety of greenhouse operations and participates in the grafting program at the nursery.
- Compiles and prepares statistical data pertaining to various nursery projects i.e. amount of seed, fertilizer, etc. used as well as an inventory of supplies, machinery and equipment.
- Ensures proper maintenance and repair to buildings and equipment and performs office work necessary to the proper functioning of the nursery field operations.
- May be required to assist in forest fire fighting.
- May conduct nursery tours and make public presentations.
- Assists with snowclearing requirements.

SKILL**Knowledge****General and Specific Knowledge:**

- Knowledge of tree nursery operations
- Knowledge of pesticide products and application techniques

Formal Education and/or Certification(s):

- Minimum: 2 Year Specialized Post-Secondary Diploma in Natural Resource Management or Forestry Technology. Pesticide Applicator License is required.

Years of Experience:

- Minimum: 4 - 5 years

Competencies:

- Organizational, analytical, supervisory, verbal and written communication skills.

Interpersonal Skills

- A range of interpersonal skills such as listening, asking questions, instructing, gaining the cooperation of others are used to communicate routine and specialized information to a variety of people. This includes field staff (to provide direction on land clearing, ploughing, seedbed preparation, transplanting, weed control, fertilization and irrigation, road construction, maintenance and use of equipment).
- The most significant interpersonal skills are with staff (to provide direction and guidance); Supervisor (to obtain administrative and operational guidance); and general public (nursery tours).

EFFORT**Physical Effort**

- The demands of the job occasionally result in considerable fatigue, requiring periods of rest.
- Occasionally required to lift field equipment between 25 – 50 lbs.
- Required to supervise forest nursery and tree planting, road construction and maintenance work which involve walking and climbing to various sites consisting of rough terrain.
- The use of fine finger/precision work occurs when assisting with the extraction of seed at the nursery and when performing grafting work.

Concentration

- **Visual** concentration is required when compiling and preparing statistical data pertaining to various nursery projects and when conducting inventory of supplies, machinery and equipment. When working in the field, it is necessary to be cognizant of your surroundings to ensure safety, and when assisting with forest fire fighting duties.
- Activities such as collecting samples can be **repetitious** and require alertness.
- **Time pressures and deadlines** are experienced due to timelines involved with planting.
- **Higher than normal level of attentiveness/alertness** is required when applying insecticides.
- **Eye/hand coordination** is required in performing all field work.
- **Exact results and precision** are required when collecting, measuring and recording a variety of samples for laboratory analysis and when applying insecticides and fertilizers under prescribed formulas.

Complexity

- Tasks and activities range from repetitive/well defined to different but related within the program area, requiring the use of similar skills and knowledge. These range from organizing and directing daily activities to staff; compiling statistical data; to assisting with planting and

cultivation work.

- Challenges/problems/issues tend to be well-defined and can be addressed by following procedures and/or guidelines as it relates to technical program area. Daily scheduling of staff brings some complexities to ensure completion of numerous tasks and activities as well as scheduling of resources such as machinery and equipment.

RESPONSIBILITY

Accountability and Decision-Making

- Works under the general direction of a technical supervisor who reviews work through inspection reports and by analysis of the overall operation.
- Tasks and activities are performed with a high degree of initiative and judgement as dictated by the changing conditions at the nursery.

Impact

- Impacts are felt internally within the immediate work area/department/government as well as externally with the general public. Resources affected include finances, equipment, material and corporate image. Work performed supports the department's Silviculture Program, ensuring reforestation needs are met.
- The consequences of a mistake or error can impact the above noted resources if work is not conducted in accordance with established guidelines and timeframes. Work is performed under the direction of a technical supervisor.

Development and Leadership of Others

- Provides a coordination role in assigning work.
- Provides on-the-job advice/guidance, direction, training, and delegating work.

WORKING CONDITIONS

Environmental Working Conditions

- Safety equipment and/or precautions such as safety boots, pants, hard hat and ear protection are required when assisting with field activities.
- There is limited likelihood for injuries or illnesses resulting from hazards given that all health and safety regulations are followed.
- Works in an outdoor environment and is exposed to glare from the sun, noise and fumes from brush cutting saw, sharp objects, vibration from saws, wet or slippery surfaces, and adverse weather conditions.