

Job Class Profile: Park Planner**Pay Level: CG-40 Point Band: 916-949**

| Factor | Knowledge | Interpersonal Skills | Physical Effort | Concentration | Complexity | Accountability & Decision Making | Impact | Development and Leadership | Environmental Working Conditions | Total Points |
|--------|-----------|----------------------|-----------------|---------------|------------|----------------------------------|--------|----------------------------|----------------------------------|--------------|
| Rating | 6 | 6 | 3 | 5 | 6 | 6 | 5 | 3 | 3 | |
| Points | 280 | 100 | 19 | 24 | 180 | 130 | 103 | 64 | 32 | 932 |

JOB SUMMARY

The Park Planner performs professional work in the planning and establishment of Provincial Parks, Newfoundland T'Railways and Waterway Parks/Canadian Heritage Rivers throughout the Province.

Key and Periodic Activities

- Develops policies and regulations for the establishment, management, operations and administration of all program areas; conducts research and analysis on existing policies, alternate policies and identifies benefits; identifies gaps in the level of services provided by the Park System.
- Drafts cabinet submissions and other government documents as required for policy and regulations.
- Formulates comprehensive long range master plans for individual provincial parks designed under the Parks Act to ensure the proper protection, management and development of the human, financial and natural resources.
- Negotiates and attempts to resolve resource conflicts with the public and various stakeholder groups.
- Undertakes and/or supervises bio-physical resource inventories and other research within established parks for the purpose of developing appropriate management guidelines, policies and plans.
- Researches and reviews the role of the provincial park system in the preservation, outdoor recreation and tourism system so as to ensure that integrated and co-ordinating planning occurs.
- Represents the Division at meetings with local town councils, concessionaires, public hearings, special interest groups, government agencies and the general public in order to present park proposals, promote discussion and gain feedback.
- Reviews environmental assessments, municipal plans, quarry applications, crown land plans, forest management plans, resource management plans, crown land applications and any other similar plans and proposals; prepares divisional responses.
- Supervises professional, contractual, technical staff and students, as required.
- Assists in the development of annual and current estimates for the park program.

SKILL

| Knowledge |
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| <p>General and Specific Knowledge:</p> <ul style="list-style-type: none"> — Resource management and natural history — Park planning and development principles and practices — Applicable legislation <p>Formal Education and/or Certification(s):</p> <ul style="list-style-type: none"> — Minimum: Master's Degree in Park Planning, Physical Geography, Resource Management, Environmental Studies or related field. <p>Years of Experience:</p> <ul style="list-style-type: none"> — Minimum: 3- 4 years <p>Competencies:</p> <ul style="list-style-type: none"> — Computer Proficiency — Policy development — Strong writing, research and analytical skills |
| Interpersonal Skills |
| <ul style="list-style-type: none"> — A range of interpersonal skills such as listening, asking questions, providing routine and complex information, promoting ideas, gaining the cooperation of others, negotiating and resolving resource conflicts and providing expert advice are utilized to advance the parks and natural areas mandate and programs throughout the province. — Communications occur with employees within the immediate work area and department and outside of the department. Represents the Division at meetings with local town councils, concessionaires, public hearings, special interest groups, government agencies and the general public in order to present park proposals, promote discussion and gain feedback. — Most significant contacts are with the scientific and community interest groups, resource management departments and other professional and technical staff. |

EFFORT

| Physical Effort |
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| <ul style="list-style-type: none"> — The demands of the job occasionally result in considerable fatigue requiring periods of rest. — Requires walking and climbing over rough terrain when visiting park development and park facility construction sites as well as carrying equipment when conducting biophysical surveys. — The use of fine finger/precision is utilized when using a computer to analyze data, prepare plans, compile reports and write correspondence. |
| Concentration |
| <ul style="list-style-type: none"> — Visual concentration includes reviewing, assessing and evaluating plans, proposals, applications, conducting research and inventory of natural resources. — Auditory concentration is exercised when discussing issues with staff, conducting public hearings and attending meetings. — Time pressures and deadlines may be experienced when preparing divisional responses to |

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| <p>environmental assessments, municipal plans, quarry applications, crown land plans, forest management plans, resource management plans and crown land applications, etc.</p> <ul style="list-style-type: none"> — Interruptions are experienced from department officials seeking advice and/or information and external information requests. — Lack of control over work pace exists when negotiating/resolving conflicts with stakeholder groups. — Exact results and precision are required when preparing cabinet submissions, policy papers and draft regulations. |
| Complexity |
| <ul style="list-style-type: none"> — Tasks are typically different/unrelated and require the use of a broad range of skills and a diversity of knowledge. Activities range from resolving resource conflicts with the public and various stakeholder groups to formulating comprehensive long range master plans for individual provincial parks or undertaking and/or supervising bio-physical resource inventories and other research. — The most typical challenge or problem would relate to the formulation of policies, regulations and management guidelines to govern park establishment, management, operation and administration of all program areas. — References available include Managers, legislation, department policies, procedures and guidelines. |

RESPONSIBILITY

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| Accountability and Decision-Making |
| <ul style="list-style-type: none"> — Work is performed with considerable independence and initiative in a broad framework of objectives and priorities and is reviewed through reports, plans and attainment of objectives. — Formulates long range master plans, policies and regulations governing reserve establishment, management and administration of the provincial park system. — Negotiates and attempts to resolve resource conflicts with the public. — Represents the Division at meetings with local town councils, concessionaires, public hearings, special interest groups, government agencies and the general public in order to present park proposals, promote discussion and gain feedback. |
| Impact |
| <ul style="list-style-type: none"> — Results are directly felt within the immediate work area, department, within and outside the organization especially by the general public. — Results can directly impact information, processes and systems, programs, finances and corporate image (wilderness conservation). — Long range master plans for individual provincial parks ensure the proper protection, management and development of the human, financial and natural resources. Significant input into policies and regulations developed for the establishment, management, operations and administration of all program areas. |
| Development and Leadership of Others |
| <ul style="list-style-type: none"> — Not responsible for the supervision of staff. |

- Provides development and leadership responsibilities to professional, contractual, technical staff and students, as required on a project basis. This includes providing on-the-job advice/guidance, on-the-job training and direction and leading a project team by organizing, coordinating, checking and reviewing the work of others.

WORKING CONDITIONS

Environmental Working Conditions

- Safety equipment is not typically required; however, positions are required to supervise and/or participate in bio-physical resource inventories for the purpose of developing appropriate management guidelines, policies and plans. As a result there is a requirement to wear personal protection equipment and/or personal flotation devices if working near water. Accessing sites sometimes requires travel to remote areas resulting in walking over rough terrain with natural hazards.
- There is limited likelihood for injuries or illnesses resulting from hazards given that all safety precautions are adhered to.
- Occasionally there may be exposure to dirt, dust, glare, wet or slippery surfaces, temperature extremes, physical dangers or threats and adverse weather conditions.