

Job Class Profile: Pesticide Applications Specialist**Pay Level: CG-37 Point Band: 814-847**

Factor	Knowledge	Interpersonal Skills	Physical Effort	Concentration	Complexity	Accountability & Decision Making	Impact	Development and Leadership	Environmental Working Conditions	Total Points
Rating	6	5	3	4	5	6	5	1	3	
Points	280	83	19	19	150	130	103	21	32	837

JOB SUMMARY

The Pesticide Applications Specialist is responsible for developing and overseeing several major programs under the Environmental Protection Act. Plans and implements a provincial pesticide applicator and vendor training program. Acts as provincial representative responsible for the development, implementation and evaluation of basic knowledge requirements related to pesticide education, training and certification to National Standards. Administers provisions of the Environmental Protection Act by developing and implementing policies and programs, reviewing studies/reports and making recommendations; drafting and/or providing expert advice related to program development.

Key and Periodic Activities

- Proctors pesticide applicator exams/exam correction. Inputs data into Pesticide Information Management System database.
- Corresponds with colleagues, other government departments and agencies, industry representatives, vendors, applicators and the general public to respond to questions, seek information, and coordinate programs related to pesticide education.
- Creates and edits pesticide applicator exams.
- Participates in conference calls, provides provincial information for input into preparation of charts, subcommittees, module review and edits, exam bank development and editing module creation outlining basic knowledge requirements and learning outcomes.
- Develops new Continuing Education Credit (CEC) programs for various applicator categories. Determines possible credit allocation for conferences related to pesticides and coordinates applicator enrollment into program and records credits in database as they are obtained.
- Reviews Training Manuals to ensure that the content meets the basic knowledge requirements and that the information is presented accurately and proper formatting is followed. Edits as necessary.
- Liaises with CropLife Canada, other government departments and industry regarding the Obsolete Pesticide Collection Initiative. Distributes information, compiles volume data, creates steering committee, funding acquisition and prepares briefing notes.
- Develops terms and conditions related to specific licensing categories. Reviews pesticide application location, method of application, types of pesticides that will be used,

Key and Periodic Activities

- environmental factors, human health and safety, etc.
- Coordinates and implements conferences, workshops, training opportunities (mail outs, agenda, presenters, registration, sponsors, facility rental and refreshments).
- Represents the department at various agriculture/garden shows promoting a message of healthy lawns through an Integrated Pest Management approach. As well, promotes new initiatives such as the Obsolete Pesticide Collection to farm groups during their Annual General Meeting and Conference.
- Attends Regional, Atlantic and National Conferences/meetings as they relate to pesticide applicator training.
- Facilitates Pesticide Applicator Training Courses.
- Performs enforcement activities such as responding to complaints, conducting investigations and laying charges with Provincial Court, when required.

SKILL

Knowledge

General and Specific Knowledge:

- Knowledge of ecology, pest management, pesticide use and effects, new technologies.
- Various related legislation and regulations.
- Enforcement.
- Adult education.
- Curriculum development.

Formal Education and/or Certification(s):

- Minimum: Undergraduate Degree with specialization in Ecology

Years of Experience:

- Minimum: 2 – 3 years

Competencies:

- Written and verbal communication skills
- Group facilitation skills
- Adult education techniques

Interpersonal Skills

- A range of interpersonal skills are utilized such as listening, asking questions, providing routine and complex information/direction and expert advice, promoting products, services or ideas, instructing or training, facilitating meetings, making formal presentations, dealing with upset or angry people and resolving disputes.
- Communications occur with employees within the immediate work area, department and outside the organization and include supervisor/manager, co-workers, industry and other government officials, professional advisors and the general public.
- Most significant contacts are other employees, supervisor and co-workers (to seek guidance on initiatives, brainstorm ideas, discuss applicator issues with respect to exam setup and proctoring and related issues as well as enforcement topics); industry officials (to provide

assistance/information and conduct educational programs, etc.); and working groups (provide input on current national and regional issues).

EFFORT

Physical Effort

- The demands of the job do not result in considerable fatigue, requiring periods of rest.
- Occasionally required to lift or move objects 50 lbs and less, such as boxes of brochures and training materials.
- Work involves some provincial travel, therefore driving is occasionally required.
- The use of fine finger/precision work resulting from the use of a computer is a regular occurrence.
- Work tasks and activities typically require constant sitting, however, there is freedom to move about.

Concentration

- **Visual concentration** is constantly required when writing and editing documents; driving and conducting fieldwork.
- Auditory concentration is constantly required to listen to colleagues and clients on the phone and in meetings.
- **Other sensory demands such as smell** are utilized to recognize when pesticides have been applied.
- **Repetition requiring alertness** is constantly required to type documents and to proctor exams.
- **Higher than normal level of attentiveness/alertness** is required when driving, conducting field work and investigations.
- **Time pressures and deadlines** are experienced when working with project completion dates, new requests by Manager to address other issues and Ministerial requests.
- **Eye hand coordination** is required to perform computer work and to drive.
- **Exact results and precision** is required for inputting data and editing pesticide applicator exams.

Complexity

- Tasks are typically repetitive/well defined requiring the use of similar skills and knowledge, but occasionally include some different and unrelated. Communication and dissemination of information to co-workers and clients occurs on a daily basis and may encompass simple questions such as updating the progress of a specific program.
- Other times, however, problems are more complex requiring problem solving, i.e. learning of a new pest problem, pest control options available, environmental impact and potential control options.
- As a result of this analysis, provides advice and input into policy/program development.
- Challenges/problems/issues can be addressed from ideas provided in a team setting. Occasionally problems can be solved by following procedures/guidelines, however, others must be defined and practical solutions found.

- Reference material available includes manuals, applicable Acts and Regulations.

RESPONSIBILITY

Accountability and Decision-Making

- Work tasks and activities are moderately prescribed or controlled.
- Provides information to clients, general public and other stakeholders (provincial, municipal and federal governments) on pesticides (chemical properties, alternatives, Integrated Pest Management, training, certification and regulations).
- Purchasing, travel, briefing notes, major changes to policies or procedures require supervisory approval.
- Must exercise a high degree of discretion and judgement when responding to complaints and determining the appropriate course of action (educational, formal warning, issuing a ticket or laying a charge).
- Provides advice on policies, procedures, training opportunities and standards to clients and colleagues. Considerable input into the development of a Certification Program for Pesticide Application.

Impact

- Impacts are felt internally within the immediate work area/department/government and externally with customers, clients and general public as well as working group members from other provinces.
- Resources impacted include information, finances, facilities, health and safety and corporate image.
- Many clients are other government departments that conduct spray programs, such as the Department of Natural Resources, etc.
- In the event of a mistake or error there may be some consequences felt on the previous listed resources. These could include a delay in issuing a license, delay in operations or if information is inaccurate, a case may be thrown out and reflect poorly on the department.

Development and Leadership of Others

- Not responsible for the supervision of staff.
- Involved in some development and leadership responsibilities such as providing on-the-job advice/guidance and on-the-job training.

WORKING CONDITIONS

Environmental Working Conditions

- Safety equipment and special precautions are required when conducting visits/inspections on site where pesticide application programs are, or have been, conducted. Field work may be conducted on hydro lines, roadsides, dykes/dams, forest areas, around helicopters, small planes, heavy equipment and marine vessels.
- There is limited likelihood for injuries or illnesses resulting from hazards given all safety regulations are followed.
- Travel is required to occasionally conduct field work.

- Exposure to fumes, hazardous chemicals, toxic or poisonous substances, odours, dangerous heights or depths, wet or slippery surfaces and physical dangers occur when conducting field work.