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Job Specification

Position Title: FOREST INDUSTRY LIAISON OFFICER NORTHWEST
Job Code: OPSEU - Forester 4, 13997
Job ID: 20447

Purpose of Position:

The incumbent will provide expert advice, analysis and support to the Region and Forests Division managers and staff and act as the regions liaison with the forest industry on matters related to forest resource supply/demand, forest industry issue management, mill construction, expansion or closure and the Ministrys business practices with the forest industry.

Duties/Responsibilities:

Provide expert advice, analysis and support to the Region and Forests Division staff and act as the regions liaison with the forest industry on matters related to forest resource supply/demand, forest industry issue management, mill construction, expansion or closure and the Ministrys business arrangements with the forest industry, by:

- Coordinating, analyzing and maintaining wood supply/demand information, matrixes, summaries for a variety of purposes such as developing Crown commitments, identifying surplus/deficit situations, Provincial Wood Supply Strategy, issues management, etc.
 - Interpreting the strategic significance of forest company/industry developments and trends which may impact the volume and/or type of wood fibre consumed using various assessment methods and provide advice and proposed directions to Regional and Forest Division managers;
 - Liaising with forest industry clients to identify issues related to wood supply/demand/deficits/surplus/commitments and communicate to Ministry management;
 - Leading competitive processes for making forest resources available to the forest industry;
 - Leading the regional review of forest company business plans and proposals respecting wood supply and new mill construction/expansion and closures in collaboration with region, district and Forest Division staff;
 - Participating on special task teams established to address cross-region or province wide issues, projects, or policy development;
 - Conducting ongoing monitoring and evaluation of the state of the forest industry within the Region in terms of economic health and trends and communicating information to Ministry managers;
 - Proposing, revising and reviewing the use of Crown wood supply commitments;
 - Monitoring wood supply flows, identifying potential issues and proposing solutions in cooperation with other Ministry staff;
 - Providing regional economic impact information and analysis relating to the forest industry and communities and collaborate with experts in other regions, IRB and other Ministries;
 - Providing advice, review and analysis in support of forest management plan planning teams with particular emphasis on forest resource supply, demand and Crown wood supply commitments, socio-economic analysis as well as the compatibility of planned silviculture activities with forest growth assumptions;
 - Supporting the needs of forest management plan planning teams, Ministry staff and local citizens committees in matters relating to wood supply, demand, Crown commitments and forest industry developments;
 - Participating in public forums related to Ministry initiatives, Ministry consultation sessions, forest product trade shows and exhibitions;
 - Preparing Ministers and House Briefing Notes, special project reports and correspondence;
 - Attending conferences and training sessions on resource planning, forest economics, business analysis and forest industry trends; and
 - Liaising with other government and non government agencies.
- Managers have the right to assign additional duties→.

The incumbent shall, while in the workplace, conduct themselves in compliance with the Occupational Health and Safety Act and Regulations, and any workplace policies, procedures or practices as directed by their immediate supervisor, report any hazards of which they are aware to their immediate supervisor, report all work related injuries and illnesses to their immediate supervisor.

Knowledge:

The position requires:

- Thorough knowledge of the theory, methodology and practices of forest resource management including forest management planning;
- Sound knowledge of the forest industry, its economic significance regionally and provincially, emerging trends and competitiveness, and Ontario's business practices related to the forest industry;
- Sound knowledge of Ontario's forest resource supplies and wood supply modeling practices;
- Thorough knowledge of MNR's legislation, regulations, policies and procedures applicable to the forest industry; and
- Knowledge of the Occupational Health & Safety Act and applicable workplace regulations to maintain a safe workplace.

Staffing and Licensing Requirements:

Valid driver's licence

R.P.F. designation from the Ontario Professional Foresters Association

Skills:

The position requires: demonstrated extensive ability to influence and achieve results working with and through others and the ability to work with MNR's clients and partners; excellent interpersonal, oral and written communication skills to effectively present ideas and issues and to obtain cooperation from others; excellent analytical, strategic thinking, innovation and project management skills; excellent negotiation and facilitation skills with experience in developing compromises when differences arise; good understanding of computer applications.

Freedom of Action:

Work is performed independently with a high level of freedom of action under general direction of the Forest Industry Unit Supervisor. Work is performed within procedural controls such as administrative policies and procedures, strategic policy directions and legislative and regulatory requirements. Job has wide latitude for independent decisions within area of responsibility and makes recommendations about relevant ministerial policies, programs and standards. Job requires researching and analyzing issues and providing advice on actions and issues resolution. Job represents Branch/Ministry on advisory committees, working groups, and to Ministry staff, clients and partners.