



## Job Ad

<b>Organization:</b>	Ministry of Natural Resources
<b>Division:</b>	Northwest Zone/Ontario Parks
<b>Position Title:</b>	ASSISTANT PARK SUPERINTENDENT
<b>Job Term:</b>	1 Seasonal recurring assignment/contract up to 42 weeks. (Approximately February- November)
<b>Location:</b>	435 James Street S., Thunder Bay, P7E 6S7, North Region
<b>Compensation Group:</b>	Ontario Public Service Employees Union
<b>Salary:</b>	\$22.93 - \$24.75 per hour*
<b>Posting Status:</b>	Open
<b>Job Code:</b>	41104 - Resource Technician 3
<b>Schedule:</b>	4.7
<b>Category:</b>	Lands and Resources
<b>Job ID:</b>	36695

Do you have strong organizational and communication skills? If you have operational leadership experience and are able to effectively deal with the public and special interest groups, consider this exciting opportunity at Wabakimi Provincial Park.

Wabakimi is pure northern grandeur - dense boreal forest and Canadian Shield. It is larger than Prince Edward Island and home to woodland caribou, moose, eagles and wolves. Visitors can fly in to remote lodges and camps to sport fish, or enter the park by train and more quietly by canoe.

Wabakimi Provincial Park is a world-class canoeing and recreational area in the heart of Northwestern Ontario. Home of the elusive woodland caribou, and renowned for its high quality fly-in fishing and hunting, it is one of the world's largest Boreal Forest reserves and wilderness canoeing areas.

Originally established in 1983, Wabakimi was expanded almost six-fold in 1997, bringing the park to its current size of 892,061 hectares (8,920 square kilometres, 3,444 square miles, or almost 2.3 million acres). It is now the second largest park in the Ontario Parks system (the largest is Polar Bear Provincial Park, near Hudson Bay).

Note: This role will be fulfilled out of the Northwest Zone office at 435 James St. in Thunder Bay. However will require frequent travel to Wabakimi Park.

In this role, you will:

- ensure visitor satisfaction by providing high level customer service and resolve verbal and written complaints, concerns, suggestions and issues
- contribute to all areas of park operations such as maintenance, revenue collection, natural heritage education and enforcement
- provide group leadership to all park programs, staff and students
- conduct administrative duties, prepare operating plans, financial and legal reports

### What we are looking for:

Technical and operational knowledge:

- knowledge of resource management principles, techniques and policies
- knowledge of administration, business practices, financial procedures and budget compliance
- proven knowledge of customer service standards/practices, telephone operation and etiquette to serve park clients
- knowledge of the operation and procedures regarding park maintenance

Leadership and operational skills:

- ability to implement procedures, organize workload and assign tasks to ensure sound park operation
- proven group leadership skills to assign work, monitor performance and ensure continuity in services

- ability to interpret and explain rules/procedures to employees and park visitors

General skills:

- strong analytical, organizational and evaluative skills
- strong interpersonal and communication skills
- ability to use computers and various software programs

Mandatory requirements:

- ability to meet physical demands analysis and to pass Park Warden certification
- ability to readily obtain a valid first aid certificate
- valid driver's license and ability to travel to remote areas

**Posting Date:** Monday, May 16, 2011

**Closing Date:** Tuesday, May 31, 2011 11:59 pm EST

**How to apply:**

1. You must **apply online**.
2. You must show how you meet what we are looking for clearly, completely and concisely. We rely on the information you provide to us.
3. Read the **job specification** to make sure you understand this job.
4. OPS employees are required to quote their WIN EMPLOYEE ID number when applying.
5. If you require a disability related accommodation in order to participate in the recruitment process, please **Contact Us** to provide your contact information. Recruitment Services staff will contact you within 48 hours.

**Remember:** The deadline to apply is Tuesday, May 31, 2011 11:59 pm EST.  
Late applications will not be accepted.

**Note:** We thank you for your interest; however, we will contact you only if we choose you for further screening or an interview.

**The Ontario Public Service is an equal opportunity employer.  
We will accommodate your needs under the Ontario Human Rights Code.**

\*Indicates the salary listed as per the OPSEU Collective Agreement.