

Job Description

Title: *Seasonal NSTC Catch Monitor*

Reports To: *NSTC Fisheries Resource Manager*

Job Summary

The Seasonal NSTC Catch Monitor contributes to the overall success of the NSTC Fisheries Program and represented communities by undertaking the duties that are associated with meeting the deliverables of fishery catch data collection in a professional manner.

Duties and Responsibilities

A: Catch Monitoring:

1. Collects and maintains catch data from fishers at designated areas
2. Conducts scientific technical sampling including DNA and other biological sampling
3. Interacts with fishers, collecting data and verifying permits to fish
4. Exercises skill and ability to diffuse potentially volatile situations
5. Understands the safety and issues around the river as well as make recommendations for improvement
6. Determines what would be infractions or breaking of rules
7. Keeps fishing sites clean of garbage
8. Keeps equipment organized and maintained
9. Acts as Ambassador for the NSTC
10. Promotes a safe and healthy environment
11. Participates in employer organized events such as training
12. Other duties as assigned or required

The duties listed are provided as examples of area of responsibility and are not intended to create limits to responsibility but to help understand the scope of the position. All staff are expected to be team oriented and maintain confidentiality of all information gained while working with the organization.

Qualifications

Education:

1. Grade 10 or higher

Requirements:

1. Knowledge of fisheries enumeration techniques
2. Competence in fish identification
3. Reliable and good work ethics
4. Preference will be given to qualified applicants of Secwepemc ancestry
5. Age of 17 or older at time of hire

Specialized Knowledge:

1. First Aid Level 1 with transportation endorsement is an asset
2. Swift water Rescue Certification – Swiftwater Operations or higher

Competencies:

The Seasonal NSTC Catch Monitor should demonstrate competence in some or all of the following:

1. Team Player - Facilitates team effectiveness by actively participating in ways that respect the needs and contributions of others and assists in achieving organizational goals
2. Communicates Information - Communicates and discusses with team critical information including rationale behind decisions. Creates an environment where open honest communication is valued and develops strong, cooperative relationships
3. Delivers on Commitments - Delivers on commitments to internal and external customers, demonstrating a sense of urgency and follow-through
4. Quality - Sets and attains quality standards that meet or exceed requirements

Skills and Abilities:

1. Knowledge of fisheries resource management principles, issues, initiatives and field practices
2. Ability to work independently
3. Ability to report results accurately
4. Ability to stand for long periods of time
5. Proficiency in the use of computer programs to the intermediate level (capable of using a large number of functions and feel confident using the program)

Experience:

1. Commercial fishing, dockside observer, fisheries technician, biological sampling experience may be helpful

Working Conditions

1. Travel to designated sites and other locations will be required
2. May be subject to severe weather conditions
3. Non-standard hours of work, typically evening/early morning
4. Ability to perform the physical requirements of the job which include walking along rivers and streams, as well as other bodies of water, and heavy lifting
5. Receives minimal supervision with occasional direction and very few checks of the work performed

Conditions of Employment

1. Must be able to obtain and maintain a valid BC Driver's Licence by date of hire
2. Must provide a vehicle in good operating condition and appropriate vehicle insurance to meet program requirements OR access to company vehicle is provided and requires a valid Driver's Licence

Directly Supervises

1. None

General Category:

1. Operates as part of a team and is flexible about the boundaries and functions of the job
2. Maintains open and professional communications with co-workers, board members and all others who do business with the society or member bands
3. Ensures that all internal and external deadlines are met
4. Travels as required in the performance of their job
5. Serves on committees as directed by the Fisheries Resource Manager
6. Takes responsibility for identifying upgrading of personal skills necessary to perform job duties
7. Successfully completes all training courses undertaken at the direction of Fisheries Resource Manager
8. Maintains confidentiality of all information seen, heard or obtained by virtue of employment
9. Recognizes and respects all cultural diversity and has an understanding of Aboriginal culture

Position Classification:

Salary Grid Level: 2

Security Level:

<p>I have read the duties and responsibilities assigned to this position and described in this document. I agree to undertake these duties and responsibilities. I understand that this job description will be used as source to evaluate my job performance.</p>	<p>Employees Signature: _____ Name: _____</p>	<p>Date: _____</p>
<p>The information contained in this document represents a realistic description of the duties and responsibilities of the described position as of the effective date.</p>	<p>Supervisor Signature: _____ Name: _____</p>	<p>Date: _____</p>