

# Job Title: Superintendent Park Board

**Requisition ID:** 4922

## Company

The City of Vancouver is striving to become the greenest city in the world by 2020 and we are proud to be one of Canada's Top 100 Employers, BC's Top Employers, and one of Canada's Greenest Employers. With employees that have helped Vancouver consistently rank as one of the world's most livable cities, the City values a diverse workforce which represents the vibrant community we so proudly serve.

Consider joining our committed team of staff and being part of an innovative, inclusive and rewarding workplace.

## Main Purpose and Function

The Superintendent of Irrigation and Street Horticulture is responsible for managing the Irrigation department as well as managing the Street Horticulture program, which includes scheduling and organizing routine horticultural maintenance on Street Horticulture assets as well as coordinating the traffic data management program in collaboration with The City of Vancouver Engineering Department.

While ensuring work is completed in an efficient and cost effective manner, the incumbent of this position is responsible for managing staff; establishing work schedules and procedures, co-ordinating activities with other work units; building relationships with customer and clients to improve service levels and increase customer satisfaction; performing crew audits to ensure compliance with safety, environmental and quality standards; conducting job costing and bid tendering and reviewing various paperwork/invoices. This position also sets priorities for maintenance of and coordinates the use of equipment with supervisors and superintendents in other divisions and participates in Park Board team meetings, conducts staff meetings and presents crew talks.

## Minimum Position Requirements

### Education and Experience:

- Graduation from a university, institute of technology or a college in a technical field related to this position, supplemented by courses in irrigation, horticulture, or project management and supervisory training or an equivalent combination of training and experience
- Certification in the field of Irrigation is highly desired
- Minimum of 3-5 years of supervisory experience, preferably within the public sector and union environment
- Experience in budget management
- Demonstrated experience in HR management, including recruiting, dealing with discipline, representing the Employer at grievance hearings and resolve/deny grievances
- Demonstrated experience and ability to simultaneously manage and review a number of projects
- Demonstrated experience in irrigation, turf and park management
- Demonstrated experience in project management
- Demonstrated experience in applying policies and collective agreements working in consultation with Human Resources

### Knowledge, Skills and Abilities:

- Extensive knowledge and understanding of park operations, maintenance and effective customer service
- Excellent knowledge of budget management
- Good knowledge of and demonstrated ability to work with civic, provincial and federal levels of government
- Good knowledge and experience relating to federal and provincial legislation, acts and regulations related to park
- Knowledge of methods and requirements to provide excellent customer service
- Knowledge and demonstrated experience in HR management, staff training and labour relations
- Knowledge of pertinent WCB and OH&S standards
- Demonstrated sound knowledge of technical practices in the design and maintenance of parks
- A high level of personal and professional excellence, including the ability to set priorities and meet deadlines
- Reliable, punctual, adaptable and tactful
- Well developed interpersonal skills including ability to coach and train others
- Strong communications skills with the ability to formulate and articulate ideas and opinions
- Excellent ability to resolve conflict and to lead problems solving in an inclusive positive manner with the ability to articulate goals and objectives of all parties
- Ability to plan for, assign work and manage a diverse workgroup and/or contractors engaged in park maintenance
- Ability to work constructively and consultative with staff in the organization, various levels of government, private and public organizations and residents

- Ability to work under pressure and handle multiple tasks and changing priorities within assigned time frames
- Demonstrated ability to plan work programs and projects, suggest changes and revisions to maintenance plans and programs
- Ability to prepare reports
- Ability to carry out negotiations and interest based conflict resolution
- Demonstrated ability to build partnerships and alliances with peers, business communities, partners and staff
- Ability to manage organizational changes, anticipating future events and determine service delivery alternatives to ensure an efficient use of resources
- Demonstrated ability to be innovative, flexible and entrepreneurial
- Sound judgment and ability to effectively and professionally represent the Vancouver Board of Parks and Recreation

This temporary position is for one year with the possibility of extension. The City of Vancouver offers a competitive salary based on qualifications and experience.

**Business Unit/Department:** Board of Parks & Recreation (1400)

**Employment Type:** Temporary Full Time

**Application Close: September 24, 2017**

The City of Vancouver is always interested in adding high performing team members to its staff. If you would like to be considered for this exciting and impactful career opportunity, please apply on our internal careers site. We thank all applicants for their interest. However, only those selected for an interview will be contacted. Learn more about our commitment to diversity and inclusion.