

POSITION TITLE:	Arborist 1	POS. NO:	732
DEPARTMENT & DIVISION:	Parks and Recreation/Parks	EFFECTIVE DATE:	July 7, 2014
REVIEWED OR AMENDED DATE:		APPROVED BY:	Manager of Parks

### POSITION FUNCTION

This is skilled work in general park maintenance. Work includes planting, pruning, hedge trimming, watering and general arboriculture and horticultural maintenance of a variety of coniferous and deciduous trees. Performance is evaluated in terms of quality of work and adherence to established standards.

### KEY DUTIES

Maintain park areas; hand weed and edge lawn areas, tree pits and flower beds; dig, mulch and prepare soil for plants; monitor and control pests through application of pesticides; mow and aerate grass; use weedeater and brushcut semi-wild areas and access paths; empty garbage cans in parks and pick up litter from parks grounds.

Inspects trees, prepares and maintains a tree inventory, identifies such items as type, size, condition, diseased, over-mature and problem trees; determines and recommends required treatment such as limbing, pruning or removal.

Maintain and construct pathways.

Prunes, shapes and performs other maintenance tasks on Township trees and hedges, often on ladders and in a bucket truck.

Plants, stakes, fertilizes, mulches and waters trees and shrubs.

Removes trees using appropriate felling techniques and equipment; cuts and removes stumps and performs heavy manual duties related to the work. Safely operates a chipping machine, chainsaw and stump grinder.

Reports indications of hazardous trees, tree pests and diseases to a supervisor; as directed, applies herbicides and pesticides.

Assists with the issuance of permits related to the cutting or pruning of trees.

Carries out routine maintenance on equipment. Plan change of plants and trees; Plan and design flower bed layout; select plants; plant annual bedding displays; plan seasonal clean-up of park areas.

Operate a vehicle for transport of equipment and supplies to and from job sites; perform minor maintenance to irrigation system; load and unload material and equipment manually from truck such as bins of grass; use hand tools and operate equipment such as spade, fork, cultivator, pruner, power lawn edger, lawn mower, backpack sprayer, generator and lawn aerator.

Respond to enquiries from the public regarding plantings; contact suppliers for availability of plants and material; provide instructions and information to other staff as required. As required, provides direction to other employees assisting in the work.

Performs other related duties as required..

## INDEPENDENCE

The incumbent exercises some independence of action in the technical functions of the work, directs other employees assisting in the work and must exercise considerable care to ensure the safety of the operations. Verbal and written assignments are received from a supervisor who checks the work during progress and upon completion for the attainment of desired results. Work is performed according to established guidelines or assigned by supervisor.

Work is reviewed while in progress by supervisor.

Issues such as major renovations, removal of large or established plants or trees and expenditures for new plant equipment and material are referred to supervisor.

## WORKING CONDITIONS

### Physical effort:

Prune; weed; deadhead; weedeat; dig soil, chain saw and hedge trimmer. (continuous)

### Mental effort:

Normal.

### Visual/auditory effort:

Normal.

### Work environment:

Outdoors.

Work with power equipment. (frequent)

## KNOWLEDGE, KEY SKILLS, AND ABILITIES

Model the Township's core values in all program activities.

**Accountability** – we are transparent and take responsibility for our policies, our decisions and our actions.

**Integrity** – we practice high standards of ethical behaviour and open communication that inspires trust.

**Respect** – we value people and treat everyone with dignity and fairness.

**Service Excellence** – we strive to meet community needs and achieve high-quality results through teamwork, partnerships, innovation and creativity.

**Passion** – we approach our work with conviction and enthusiasm.

Thorough knowledge of methods, practices, safety precautions, tools and equipment used in the pruning, trimming and removal of trees.

Good knowledge of urban forestry principles, practices and procedures and of tree species, diseases, pests and treatment methods.

Sound knowledge of the Township policies, bylaws, and department rules, regulations and procedures applicable to tree related matters.

Ability to diagnose tree problems and determine required treatment.

Ability to provide work direction to others.

Ability to exercise proper safety precautions in the performance of the work.

Skill in the use of a variety of hand and power tools used in tree pruning and felling work and in the operation of a chipping machine.

Ability to maintain effective working relationships with Township staff and to deal courteously and tactfully with the general public, developers and contractors.

Ability to perform general park maintenance duties under minimal supervision.

Ability to prepare and maintain records and files related to the work.

Basic use of computer software such as MS Office, Work Tech and other related software tools.

Understand and apply the methods and procedures of horticulture.

## QUALIFICATIONS

### Formal education, training, and occupational/professional certification:

International Society of Arboriculture Certification (ISA)  
ISA Certified Tree Risk Assessor

Current and valid Class 5 B.C. Drivers Licence.

Pesticide Applicator's License for the Province of British Columbia.

**Experience:**

2 to 3 years of related experience.

**OTHER**

Length of time to become familiar with job duties and responsibilities: varied, depending on qualifications.

May be requested to substitute in a more senior position.