



# BARKERVILLE

— HISTORIC TOWN & PARK —

Governed by: Barkerville Heritage Trust  
14301 Highway 26 East  
Box 19, Barkerville, BC V0K 1B0 ([www.barkerville.ca](http://www.barkerville.ca))

## Job Posting: Protection Officer Level 1

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### JOB SUMMARY

**Classification:** Security/Labourer

**Job title:** Casual Labourer

**Positions:** Casual / On-Call

**Closing Date:** On going

**Internal/External Posting**

**Status:**

- BC Government Employees Union (BCGEU);
- Salary grade: \$21.43 plus benefits as dispersed according to the Collective Agreement between the BCGEU and The Barkerville Heritage Trust.

**Orientation and Supervision (how the position fits into the company structure):**

- Position reports to the Protection Officer Lead and General Manager (Temporary);
- Performs all operational duties based upon industry standards and guided by the *Standards and Guidelines for the Conservation of Historic Places in Canada and the BC Heritage Conservation Act* to ensure the continued protection and conservation of Barkerville Historic Town & Park;
- Works as a team member with all Barkerville Heritage Trust site staff and contractors involved with operational activities.

**Main tasks and responsibilities (core duties of the position, including but limited to):**

- Snow Clearing; , Roofs boardwalks, ramps, stairs, building entrances, site;
- Occasional basic operation of shop machinery such as tables saws, drill presses and power hand tools.
- Identifies, repairs, prevents or reports conditions that could present a safety hazard.
- Participates in fire prevention and suppression training.
- Work in a healthy and safe manner and follow all BHT Health and Safety Guidelines.
- Administers first aid according to circumstances, training and ability..
- Performs flexible and varying duties depending on the shifting needs of the organization and its staff members.

**The position requires that the following laws, regulations, policies and procedures be adhered to:**

- The Workers Compensation Board regulations;
- The Barkerville Heritage Trust Safety Management and Accident Prevention Program;
- The Barkerville Heritage Trust's policies and procedures;
- Adherence to the Job Performance Expectations of the position;
- Performs all operational duties based upon industry standards and guided by the occupation health and safety regulations;



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#### **Qualifications, Skills, and Abilities (requirements needed to perform the job):**

- Ability to perform manual labour duties and to perform the physical job requirements. Ability to work under own initiative with minimal supervision or as a member of a team;
- Ability to communicate effectively in both written and oral form;
- Ability to understand and follow oral and written instructions;
- Good public relations skills;
- Hold and maintain a valid Class 5 British Columbia driver's license (air breaks an asset);
- Criminal record check approval
- Fall Protection (provided by employer)

#### **Working conditions (physical environment of the job, including on and off site):**

- May be required to wear an approved uniform or appropriate period costume in the performance of duties;
- Medium to high physical effort in an ever changing environment during inclement weather (excessive heat and cold, rain and snow, high winds);
- High mental attention and concentration required in outside environment;
- Work will occasionally require lifting and carrying;
- Must be available and committed to work with very short notice at all times of the day and night;
- Will be required to perform manual labour duties and to perform the physical job requirements and comfortable working on heights.

For more information contact Dawn Leroy, General Manager, Barkerville Historic Town & Park at [dleroy@barkerville.ca](mailto:dleroy@barkerville.ca) or 1.888.994.3332 local 24.

**Apply by email or in person to Dawn Leroy**