



BARKERVILLE

— **HISTORIC TOWN & PARK** —

Governed by: Barkerville Heritage Trust

14301 Highway 26 East

Box 19, Barkerville, BC V0K 1B0 (www.barkerville.ca)

Job Posting: Operations Labourer 1

Job Title: Operations Labourer 1

Classification: Labourer 1

Position: On-call/casual year-round (2)

Anticipated Start Date: October 10, 2023

Closing Date: September 22, 2023 or until filled

Posting: Internal/External

Salary: \$24.46 plus privileges as dispersed according to the Collective Agreement between the BCGEU and Barkerville Heritage Trust.

Barkerville Historic Town & Park is the largest and most significant living museum and heritage asset in Western North America. It was the centre of the Cariboo Gold Rush, which opened the Colony of British Columbia to international settlement and ensured a Canada from “sea to sea”. The site is owned by the Province of British Columbia and managed on their behalf by The Barkerville Heritage Trust, a non-profit society and registered charity.

With year-round maintenance of an impressive 457 hectares of park surrounding 107 Heritage buildings and 62 Heritage replica buildings, 161 campsites, 4 rental cottages as well as a staff accommodation camp, the Barkerville Heritage Trust employment experience is truly one that will challenge your abilities and provide a constantly changing environment.

Your Role:

As a member of the Operations Team you will be part of a group that constantly strives to meet the vision of an authentic, unique, World-class experience for everyone to enjoy. Effective heritage conservation involves preservation, rehabilitation, restoration, protection and safety of the entire park. You will be required to perform a variety of skills that will aid in the protection, securing and safety of the property, buildings, guests, tenants, fellow workers, and contractors along with other duties related to the operations of park facilities and all BHT assets and properties.

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

- Position reports to the Manager of Operations and Protection Services
- Position works with other Barkerville (BHT) staff, Protection Services, BCWS (wildfire), Conservation Officers, RCMP and Search and Rescue groups as needed
- Performs all operational duties based upon the **Heritage Conservation Act** to ensure the continued protection and conservation of Barkerville Historic Town & Park
- Performs all operational duties following the Barkerville standards for professional conduct
- Maintains high ethical and code of conduct following all policies and procedures set forth by The Barkerville Heritage Trust



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Main tasks and responsibilities (core duties of the position, including but not limited to with training as needed):

- Basic operation of shop machinery such as tables saws, drill presses, glass cutting tools and hand tools
- Assisting new construction, repairs and maintenance to things such as stairs, railings, boardwalks, ramps, landings, fences, gates, roofing, interior and exterior finishes; and installation of posts and signage
- General labour, maintenance and cleanup of the Heritage Zone, campgrounds, staff camp and all BHT properties including Blessing's Grave and Cottonwood House when assigned
- Organization and cleanliness of the shop facilities, all grounds throughout the park including parking lots, roads, buildings and accesses
- Pick up, loading and removal of garbage, yard and wood waste in all BHT properties
- Loading, unloading, moving of furniture, fixtures and equipment as needed
- Set up and tear down of special event equipment and fixtures
- Stripping, painting and staining of exterior and interior surfaces
- The ability to do minor glass cutting, replacement and glazing
- The ability to assist with minor repairs and maintenance to water lines and systems, plumbing drainage systems, kitchen, bathroom and commercial appliances and fixtures, as well as complete minor installations of the same under the direction of a supervisor
- The ability to respond to building and site operational emergencies within the scope of one's training and expertise such as loss of heat in freezing weather, broken water lines, making dangerous building or site conditions safe, monitoring the security of the site for intruders, disturbances and responding to security events appropriately
- The ability to complete minor repairs and maintenance to tools, equipment and vehicles
- The ability to respond to site emergencies where specific skills and training allow, involving emergencies such as flooding, fire, wildlife threats, malfunctioning site utilities and systems including power outages, fire suppression and site evacuations
- Ability to safely use and operate gas powered equipment such as mowers, brushers, saws, splitters, trimmers, ATVs, snowmobiles and BHT vehicles with appropriate training
- Respond, shut down, troubleshoot and reset fire protection and alarm systems
- Identify, repair, prevent and report conditions that could present a safety hazard
- Winter maintenance – snow and ice clearing including but not limited to boardwalks, ramps, stairs, building entrances, roof lines and all site and park areas as needed including all BHT properties
- Assist Customers and/or staff with minor vehicle issues, complaints and emergencies
- Performs flexible and varying duties depending on the shifting needs of the organization and its staff members



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Working conditions and expectations of the position:

- High mental attention and concentration required
- Able to work varying shifts to accommodate 24-hour site operations
- Available to work with very short notice any time of the day and night if on call
- Occasional travel, at times in adverse weather conditions
- Required to work outdoors in all extreme weather conditions
- Required to work safely at a height as well as in confined spaces with appropriate training
- Work will require the lifting, pushing and moving heavy objects
- 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
- Ability to use computer based platforms for training, tracking and communicating
- Ability to use email and electronic communication log including shift reports
- Ability to communicate professionally and clearly with staff, contractors, merchants, officials and guests

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

- 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 WorkSafe BC

Why you should apply:

- You are ready for an adventure with a dynamic group of individuals who truly care about the presentation, protection, and preservation of British Columbia's history
- You are inspired by the opportunity to work in an area known world-wide for its history and beauty
- You are drawn to the scenic commute from Quesnel or the prospect of living in the intimate mountain town of Wells
- It's time for you to become part of something extraordinary!

For more information and to apply contact Carrie Chard, Operations and Protection Services Manager, Barkerville Historic Town and Park at carrie.chard@barkerville.ca or 1.888.994.3332 ext.45 and be sure to mention which position you are interested in.