



# 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 Services Level 1**

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#### **JOB DESCRIPTION**

**Job Title: Protection Services**

**Classification: Protection Services 1**

**Position: Seasonal, Casual/On-Call**

**Anticipated Start Date: May 2025**

**End Date for Seasonal Position: October 31, 2025, or by mutual agreement**

**Closing Date: April 27, 2025, or until filled**

**Posting: Internal/External**

**Salary: \$26.71 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 Protection Services, 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 and prevention of damages and theft, caretaking and safety of the property, buildings, guests, tenants, fellow workers and contractors along with other duties related to the operations of park facilities.

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

- Position reports the Manager of Public Programming & Media
- Position works with other BHT staff, contractors, Conservation Officers, RCMP, BC Ambulance and Search and Rescue groups as needed
- 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
- Performs all operational duties following BHT policies and procedures
- Maintains standards of personal presentation policy



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### **Main tasks and responsibilities (core duties of the position, including but not limited to):**

- Caretakes premises and assets, personnel and guests by touring town and park and completing check ins as assigned, monitoring surveillance system when needed, inspect buildings, equipment, access points, permitting entry as determined by BHT policies and procedures
- Watch and respond appropriately to disturbances, fire, safety hazards, water breaks, flooding, freezing, drainage, building, ground movement, snow, ice, power failure, vandalism, theft, and other threats to public safety and the assets of The Trust, following BHT policies and procedures
- Occasional basic operation of shop machinery such as tables saws, drill presses, glass cutting tools and power hand tools after appropriate training
- Respond, shut down, troubleshoot and reset fire protection and alarm systems as needed
- Perform monthly fire alarm testing, practice fire suppression and maintain test and practice logs
- Identify, repair within abilities, prevent and report conditions that could present a safety hazard
- Winter maintenance – snow and ice clearing including but not limited to; boardwalks, railings, ramps, stairs, building entrances, roof lines and all site and park areas as needed
- Work in a healthy and safe manner and follow guidelines set out by WorkSafe BC
- Assist Customers and/or staff with minor vehicle issues, complaints and emergencies
- 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
- A more detailed job description is available that changes with the seasons and operational needs of the park and assets

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

- The Workers Compensation Board regulations
- 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 WorkSafe BC

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

- Grade 12 or equivalent
- 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 use email and electronic communication log including shift reports and training
- 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 – driver's abstract required
- Criminal record check approval
- Ability to perform manual labour duties and to perform the physical job requirements
- Ability to lift 40lbs to 50lbs



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### **Assets:**

- Valid Fall Protection/Fall Arrest certification
- Valid Occupational First Aid Level 1, 2 or 3
- Fire suppression experience
- Emergency response experience
- Experience with human/wildlife conflict resolution
- Valid WHMIS certification
- Preference given to holders of a valid Security License in BC

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

- May be required to wear an approved uniform 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 require lifting (occasionally up to 50 lbs) and carrying as needed
- Able to work varying shifts to accommodate 24-hour site caretaking
- Available to work with very short notice any time of the day and night along with being scheduled in advance

### **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 Krista Bolton, Human Resources Manager, Barkerville Historic Town & Park at [krista.bolton@barkerville.ca](mailto:krista.bolton@barkerville.ca) or 1.888.994.3332 ext.21.**