

# We are looking for engaging people!

- Do you have great communication skills?
- Travel is a must, do you like to travel?
- Are you an energetic people person?
- Are you Indigenous? Or do you have Indigenous ancestry?

The GT-04 salary range is \$62,556 to \$71,124.

Federal Public Servants receive pension and group insurance benefits as well. For your information:

<https://www.canada.ca/en/treasury-board-secretariat/topics/pension-benefits.html>

## We would love you to join our team!

What is the job?

**Transport Canada is hiring two (2) Boating Safety Officers** to promote safe boating practices with coastal Indigenous communities in the Lower Mainland of BC and on Vancouver Island. The position is based out of our Marine Safety and Security Regional Office in Victoria, BC and involves travelling to communities, occasional overtime, and some weekend work.

### What does that mean?

The **two (2) Boating Safety Officers** will engage with Indigenous communities throughout the South Coast of British Columbia and will lead outreach activities to increase boating safety awareness among all community members, including school aged youth, experienced fishers, recreational boaters, and Elders. One of the primary goals of this position will be to collaborate with communities to create a safe boating message that resonates with community members and promotes on-the-water safety in ways that reflect the unique interests and values of the community.

### How long is the position?

We are looking for two individuals to join us for approximately two years, with the possibility of extension. Extension will depend on funding.

### Do you have the following education, experience, abilities and skills?

- Have you completed a secondary school diploma? Or do you have employer-approved alternatives such as an acceptable combination of education, training and/or experience?
- Do you have recent (within the last three years) and significant experience (at least one year) in the following areas?
  - Researching, analysing and making recommendations.\*
  - Writing reports and/or creating educational materials.
  - Using Microsoft Office, specifically PowerPoint, Excel and Word.
  - Building relationships with Indigenous peoples or non-governmental organizations.
  - Coordinating and delivering training and education.
  - Operating pleasure craft, small commercial vessels or fishing vessels.

\*Being able to research and answer questions on marine regulation and laws.

## Here's what you must have to be a Boating Safety Officer...

- General knowledge of the following:
  - *Canada Shipping Act (CSA), 2001* and regulations relating to small vessel safety  
<https://laws-lois.justice.gc.ca/eng/acts/c-10.15/>
  - safe boating practices and procedures – Safe Boating Guide Link  
<https://www.tc.gc.ca/media/documents/marinesafety/TP-511e.pdf>
  - small vessel safety equipment – Small Vessel Regulations  
<https://laws.justice.gc.ca/eng/regulations/SOR-2010-91/index.html>
- The ability to:
  - demonstrate integrity and respect
  - think things through
  - work effectively with others
  - show initiative and be action-oriented

## Here's what you must be able to do:

- interpret, apply and explain legislation
- analyze information and make recommendations
- develop and deliver presentations
- communicate effectively orally in English
- communicate effectively in writing in English

## Bonus skills and experience! They are not required, but we could use more of these qualifications or skills:

- Post-secondary training or diploma in education, communication or in any other field relevant to the position
- Experience designing and delivering public consultations
- Experience working with multi-disciplinary teams

## What the job requires:

- Willingness and ability to:
  - travel alone for extended periods of time.
  - travel by helicopter, small aircraft, vessel and special purpose vehicles in various weather conditions and over various terrains.
  - board unstable platforms such as boats and floating docks.
  - work overtime, including weekends and/or irregular hours on short notice.
- Possession of a valid Provincial/Territorial driver's license.
- Possession of an approved Pleasure Craft Operators Card (PCOC).
- Reliability security clearance is required for all Federal Public Service positions and can take a minimum of three weeks to process

## Where to send your cover letter and resume and when:

Please email us your cover letter detailing your education and experience. Your skills and abilities be assessed through an exam, interview and reference checks.

APPLICATIONS WILL BE ACCEPTED BY EMAIL TO: [michele.fung@tc.gc.ca](mailto:michele.fung@tc.gc.ca) and [sadie.donovan@tc.gc.ca](mailto:sadie.donovan@tc.gc.ca)  
by **December 13<sup>th</sup>, 2019.**

Our intention is to communicate with candidates via email. Candidates who apply on this selection process must include in their application a valid e-mail address and make sure that this address is functional at all times and that it accepts messages from unknown users (some email systems block these types of email). It is the candidate's responsibility to provide any changes to their personal information to the contact indicated on this job advertisement.

## What you need to know about the process

Candidates will be asked to provide references.

Candidates who possess the required education and experience will be invited to an interview to discuss skills and abilities.

A written examination on the following will be administered:

- *Canada Shipping Act (CSA), 2001* and regulations relating to small vessel safety
- Safe boating practices and procedures; and
- Small vessel safety equipment.

Candidates must meet all of the requirements in order to be appointed to a position.

Let us know if you meet the bonus qualifications as that might help us fill the positions.

We are not able to acknowledge receipt of applications. We will, however, notify those candidates selected for an interview.

Candidates are welcome to participate in the application process in either of Canada's official languages – English or French. Please indicate your preferred official language in your application.

Please let us know if accommodation measures are needed to enable you to be assessed in a fair and equitable manner.