



Director Conservation Enforcement and Fisheries Inspection

Job Description

CLASSIFICATION JOB INFORMATION

SAP Job ID:	90004150
Position/Classification Title:	Director Conservation Enforcement and Fisheries Inspection
Pay Grade:	EC 13
Add-On Eligibility:	False
Standardized:	No
Inactive	No
Date Last Evaluated:	3/1/2016

JOB INFORMATION

Job/Working Title:	Director Conservation Enforcement and Fisheries Inspection
Department:	Environment and Climate Change
Division/Section:	Compliance
Reports To (Position Title):	
Exclusion Status:	Excluded

OVERALL PURPOSE

The Director of Conservation Enforcement and Fisheries Inspection articulates the vision, sets the strategic direction and ensures effective planning and operational execution for the Province's Conservation Enforcement and Fisheries Inspection efforts and leads a management team and force of approximately sixty armed Conservation Enforcement Officers and Fisheries Inspectors. The Director is responsible for all aspects of development and delivery of an effective, comprehensive enforcement and compliance program focused on protection of the Province's natural resources, commercial and inshore fisheries as specified under Legislation.

KEY RESPONSIBILITIES

The director articulates a vision, role and strategy for natural resources enforcement protection and Fisheries inspection that is aligned with provincial and departmental priorities and focused on the core legislative accountabilities and mandates of Nova Scotia Environment and its partner departments. Strategies created by or approved by the director address Departmental responsibilities in a way that ensures effort and resource allocation is proportional to risk and as evidence-based and objective as possible.

The Director ensures Nova Scotia's natural resources are effectively protected through professional leadership and effectively deployment of the Conservation Enforcement and Fisheries Inspection Branch's management team of three Regional Managers and some sixty Conservation Enforcement Officers and Fisheries Inspectors.

As the Province's senior Conservation Enforcement and Fisheries Inspection leader, s/he ensures the protection of Nova Scotia's Natural Resources, Commercial and Inshore Fisheries by leading the development of plans and programs, in collaboration with other divisions of NSE and in cross-departmental teams, which ensure businesses and individuals are in compliance with a range of legislation intended to protect our natural resources. The scope of legislation and regulation for which the Director is responsible for enforcing is extensive. Spanning multiple departments and jurisdictions the legislative and regulatory mandate ranges from enforcement of laws governing crown lands, beaches, wildlife, mineral resources to enforcement of the federal legislation governing the protection of migratory birds according to international convention to enforcement of the Criminal Code of Canada. The Director is responsible for ensuring effective investigation of forest fire and ensuring the branch is trained and ready to support other departments in the case of emergencies, such as forest fire management in critical situations. The Director is also responsible for ensuring aquaculture operators are in compliance with regulations in a high-visibility environment with significant media attention and for ensuring Fish Harvesters are in compliance with legislation regulating their industry.

The Director ensures professionally competent, consistent province-wide implementation of plans, interpretation of acts and regulations, and investigative and enforcement practices through leadership, engaging and motivating staff to embrace departmental priorities, direct supervision of the force's Regional Conservation Enforcement and Fisheries Inspection Managers, effective monitoring and working collaboratively with the Director of Regional Integration of Compliance and Operations.

Protects the rights of Nova Scotians, businesses and organizations subject to regulation by ensuring the

Conservation Enforcement and Fisheries Inspection activities are conducted within standards set by Department of Justice Policing Services for enforcement agencies in the Province.

Ensures effective enforcement action by ensuring professional and competent performance of enforcement staff in activities related to investigation, laying of charges, control of evidence, participating in legal processes including giving evidence in court.

Maximizes the effectiveness of the department's enforcement efforts by ensuring the Province is appropriately engaged with agencies in other jurisdictions in agreements, operations and activities which are mutually beneficial and relevant to the core mandate of NSE and its partner departments.

Supports a safer Nova Scotia and creates the safest possible work environment for Enforcement Officers by ensuring employees who carry firearms and other restricted weapons are fully trained, qualified, screened and competent in the use of force (including lethal force) from a legal and operational perspective; and that supervisors and staff are competent in identifying related risks and exercise good judgement in managing situations with the potential for violent confrontation, including the avoidance of unnecessary risk. The director is ensures the safe acquisition, storage, repair and disposal of both purchased and confiscated firearms and other restricted weapons.

Contributes to the effectiveness of Nova Scotia's Laws and Regulations through providing informed advice on the enforceability of existing and new legislation and regulation, including participation in cross-departmental teams and liaison with NSE's partner departments.

Ensures the Department's senior leadership is informed and well positioned for public communications, and high-level or specific decision-making by providing accurate, objective and timely advice on Conservation Enforcement and Fisheries Inspection issues.

Ensures productive on-going engagement with Nova Scotia's Mi' Kmaq community by continuing development and direction of the Mi'Kmaq Aboriginal Officer Liaison Program (3 FTE's) and work with Department of Justice, NGO's, and the aboriginal community to develop an Alternative Measures Program (Restorative Justice) focused on Mi'Kmaq culture.

Ensures optimal use of all tools along the compliance continuum by directing extension activities targeting partner organizations and the public, involving the delivery of educational courses on a range of topics explaining enforcement and how it relates to recreation, hunter safety, wildlife policies and programs; and the safe operation of public camping and picnic parks, beach parks and other recreational facilities.

May perform other related duties as assigned

In addition to the knowledge, skills and abilities outlined in the job description, this job may include other, assignment-specific requirements (ex: French language, drivers license, membership in an employment equity group or security screening, etc.)

SCOPE

Contacts (Typical):	<p>Regular contact with senior department management, including Executive Directors, Deputy Minister and the Minister to provide expert advice on enforcement including matters which may have serious legal and operational implications;</p> <p>Contact with other provincial government departments or agencies including the Departments of Environment, Justice (Crown Prosecutors and Department Solicitors and municipalities (including local police forces) to ensure the appropriate application of the law.</p> <p>Regular contact with federal departments and agencies including: Fisheries and Oceans, Canadian Wildlife Service, RCMP, Parks Canada, Canada Coast Guard to ensure that initiatives are linked, risks are appropriately shared, opportunities maximized and to ensure successful integration and implementation of enforcement programs.</p> <p>Upon direction of the Executive Director, contact with elected officials and municipalities to ensure that community input is integrated into enforcement priorities/direction; stakeholder groups/media/public to provide information that raises the awareness and understanding of initiatives, to attend meetings, answer questions, resolve problems and develop strategic responses to emerging issues.</p> <p>Represents the Department on a large number of committees (some of which the incumbent chairs), including Public Safety and Anti-Terrorism Committee, NS Chiefs of Police, Canadian Natural Resources Law Enforcement Chiefs, National Special Investigations Training. The incumbent chairs a Uniform and Identifiable Clothing Committee and is responsible to set standards and prepare Tenders for the acquisition of clothing for all conservation staff.</p>
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Innovation:	<p>This position requires considerable creativity and problem solving skills. The incumbent frequently deals with multiple demands simultaneously such as developing or approving a plan to deal an acute or emerging enforcement issue, providing advice on investigations and or speaking with local media, the , public and community groups opposing specific department activities operations.</p> <p>Innovation is continually required in order to deliver effective services and programs in the face of declining financial and human resources. The incumbent continually considers options for streamlining operations and evaluating an emerging mix of priorities.</p>
Decision Making:	<p>The Director of Enforcement has considerable freedom to act. The incumbent operates in a quasi-legal environment and is required to provide expert advice on legislation, investigations and covert and overt operations. He/she is required to appear in court and provide evidence on Department policy and legislation that often is decided by the Supreme Court of Canada.</p> <p>The Director makes decisions regarding the efficient, effective and safe deployment of special investigation staff during undercover projects within the boundaries of budget allocation and departmental and government policies and legislation. This includes projects carried out within the province and in projects carried on in other provinces and jurisdictions as a result of reciprocal agreements with other jurisdictions.</p> <p>Determines course of action to take in the case of emergency such as a report of a lost or injured employee.</p> <p>Decisions concerning the suspension/potential termination of Civil Service employees.</p> <p>Recommends for the ED Compliance's approval: changes to established programs including introduction of new programs, elimination of programs, changes to existing programs.</p> <p>Innovative changes to procedure or work process to streamline operations, thereby maximizing available human, financial, technical and equipment resources.</p>
Impact of Results:	<p>Nova Scotia's Natural Resources are effectively protected in accordance with the relevant legislation.</p> <p>Citizens enjoying Nova Scotia's outdoors and provincial parks are able to partake in recreational activities in a safe family-friendly environment.</p> <p>Commercial fisheries activities subject to provincial regulation are compliant with regulation; aquaculture facilities are operated within the parameters of Provincial regulation.</p>

People Management:

	# Direct Resources Managed	# Indirect Resources Managed
	This Job Reports to:	
Additional Information (if required):	Executive Director, Compliance Job Titles and number of incumbents reporting to this job: (if applicable) Administrative Assistant Manager of Conservation Enforcement and Fisheries Inspection, Western Region Manager of Conservation Enforcement and Fisheries Inspection, Central Region Manager of Conservation Enforcement and Fisheries Inspection, Eastern Region	

LICENSES/CERTIFICATIONS

Data From Conversion:	<p>Other important information not referenced elsewhere in the job description that will assist the reader with a further appreciation of what is typical of this job. If a particular credential, license, trade certification, professional designation is required to fulfill the duties of this job include it in this section. For example: P.Eng, CA, Journeyperson Certificate.</p> <p>This position requires formal education in conservation enforcement and natural resources management protection, such as graduation from a recognized forestry or related technician diploma and a department recognized conservation enforcement program plus 7 years related experience or equivalent.</p>
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	<p>This is a new position created as a part new operating model resulting from the transfer and consolidation of compliance inspection and enforcement-related functions and staff from the Departments of Health and Wellness; Agriculture; Fisheries and Aquaculture; and, Natural Resources to within Nova Scotia environment, as announced in the 2015-16 budget. In this new matrix-style organizational structure, overall responsibility for achieving the related legislative mandates is shared between policy, program design and compliance divisions, and in some cases, cross departmental lines.</p> <p>The incumbent holds the necessary appointments in order to participate in field compliance activities.</p> <p>Required as an expert witness in cases that often are determined by the Supreme Court of Canada.</p> <p>Initiative is required in all phases of work, as the position incumbent works independently in often stressful situations which requires maturity, integrity, tact, intelligence and excellent judgement.</p> <p>The program is diverse and embraces a wide range of activities linked to: Integrated Resource Management; Forest Fire Prevention and Fire Suppression; Crown Land Management; enforcement of a wide range of government acts, regulations and policies designed to protect forests, crown land, parks and wildlife.</p> <p>High mental and visual demands in all enforcement activities. High mental demand to be keenly aware of all legislation and policies; laying charges and presenting evidence in court; possible retaliation; high physical and mental demand require to safely operate equipment.</p> <p>Combination of office and wilderness environment. Hazards associated with carrying out enforcement duties.</p> <p>May perform other related duties as assigned.</p>
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WORKING CONDITIONS

Physical Effort

Physical Environment

Sensory Attention

Psychological Pressures

Examples/ Additional Information:	<p>A Physical Environment</p> <p>Works in office with occasional visits to the field in outdoor conditions in wilderness area, year-round, including riding in small watercraft.</p> <p>B Physical Effort</p> <p>Minimal in office environment, occasional field visits may require walking over rough ground in wooded areas, year-round in inclement weather.</p> <p>c Sensory Attention - moderate</p>
Data From Conversion:	<p>Constantly receiving calls from public, staff, and different interest groups. Need to focus on subject matter and provide briefing note to minister that not only reflects the situation, but, also conforms to legislation and case law on subject matter. Must be able to maintain knowledge of all acts administered by the Department and provide direction on a seconds notice.</p> <p>D Mental Pressures - considerable</p> <p>Must be able to cope with multitasking and remain focused during investigations that have very short time lines. Must be able to provide information/expertise in coordinating the development of enforcement plans that target dangerous offenders that are of interest to other police agencies and are criminal targets of</p>

the Criminal Intelligence Service of Nova Scotia and are known threats to the government and are under surveillance by Canadian Security Intelligence Service (CSIS).

Responds to complaints or enquiries from the general public, elected representatives, media, representatives of the public, i.e. Human Rights Commission, Ombudsman, lawyers, related to the appropriateness of charges for violations under numerous statutes, decisions in the hiring process, Conservation Officers' use of force (e.g.,: drawing a sidearm).

There is a significant challenge in balancing the requirements associated with unscheduled hours of work in excess of a typical work week which is expected of the manager in order to appropriately respond to incidents arising from 24 hour operations