

# JFR Crew Leader/Sub Leader

## Employment Application Form

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### How to Apply

To apply for a JFR Crew Leader or Sub Leader position, send your cover letter, resume and supporting documents outlined below to [JFR.Info@gov.ab.ca](mailto:JFR.Info@gov.ab.ca) to the attention of Trevor Nichols, JFR Program Specialist.

When emailing your documents, please send attachments in either .pdf or .docx formats. We thank all applicants for their interest. Due to the large number of applicants, only those selected for an interview will be contacted.

### Role

The Junior Forest Rangers (JFR) program is an exciting summer work experience program that focuses on forestry, wildfire, ecology and other environmental fields. The program fosters an appreciation, awareness, and respect for our natural resources through exposure to work projects and career awareness opportunities in this field. We are currently looking for twenty highly motivated, enthusiastic and outdoor-oriented individuals to lead our JFR crews throughout the province; ten Crew Leaders and ten Crew Sub Leaders. Our Leaders and Sub Leaders work in pairs and supervise a crew of 16-18 year olds.

JFR Crew Leaders, Sub Leaders and Crew Members train at the Hinton Training Centre and then live and work from a wildfire base or a wilderness camp in various locations across the province. Seventy percent of the program schedule is dedicated to physically active work experiences which includes ecosystem restoration, bushcraft, wildfire or mock fire experience, tree planting, habitat construction, recreational trail construction, and much more. The remaining thirty percent of the program schedule involves educational opportunities surrounding natural resource management, Indigenous culture, and career awareness. This includes work experiences and presentations related to forestry, ecology, careers, leadership, and outdoor education. All leaders strive to ensure a safe and positive work environment for the entire crew. Evenings and weekends are spent with your crew, taking part in outdoor recreation activities such as hiking, canoeing, fishing, and more.

### JFR Crew Leaders

The primary responsibilities of the Leader includes supervision and direction of a Sub Leader and eight crew members; developing and implementing safety standards and procedures; designing a safe, rewarding work, and educational program schedule; organizing evaluations and addressing any

situations with staff; and promoting team building and a positive outdoor experience. Ten positions are available.

### JFR Crew Sub Leaders

The primary responsibilities of the Sub Leader will include assisting in the direction and supervision of all crew members, work projects, recreational outings and general camp situations; designing a safe, rewarding work, and educational program schedule; projecting and conducting maintenance and inventory inspections of all equipment; implementing safety standards and procedures; and promoting team building and a positive outdoor experience. Ten positions are available.

## Competencies

Ideal candidates will have demonstrated experience in forestry, outdoor education, and/or environmental related fields. Individuals will have good communication skills, experience in organizing groups, have project management skills, the ability to learn quickly and adapt, be creative, and work well in a team setting. Please make sure to include how you demonstrate the following competencies in your past work experience in your resume and/or cover letter: *build collaborative environments, develop networks, drive for results, agility, and develop self and others.*

- **BUILD COLLABORATIVE ENVIRONMENTS** Leads and contributes to the conditions and environments that allow people to work collaboratively and productively to achieve outcomes.
- **DEVELOP NETWORKS:** Proactively building networks, connecting, and building trust in relationships with different stakeholders.
- **DRIVE FOR RESULTS:** Knowing what outcomes are important and maximizing resources to achieve results that are aligned with the goals of the organization, while maintaining accountability to each other and external stakeholders.
- **AGILITY:** Ability to anticipate, assess, and readily adapt to changing priorities, maintain resilience in times of uncertainty and effectively work in a changing environment.
- **DEVELOP SELF AND OTHERS:** A commitment to lifelong learning and the desire to invest in the development of the long-term capability of yourself and others.

## Qualifications

For Crew Leaders, a high school diploma plus one year related training/courses and six months related experience is required. For Crew Sub Leaders, a high school diploma plus some related training/courses and six months related experience is required.

Preferred applicants:

- are university or technical school students or graduates in outdoor education, recreation, forestry, environmental science or related disciplines
- will have experience working with youth and project planning
- will have proficiency with MS Office
- will have outdoor skills, gravel road driving experience, and power tool experience

When you apply, please include copies of the following:

- an unrestricted, Alberta class 5 driver's licence, or equivalent (**non-GDL**)
- a Standard First Aid with Level A or C CPR certification
- an acceptable driver's abstract
- a defensive driving certification
- a completed JFR fitness form and Par-Q readiness form (see JFR website)

All participants must maintain a state of good physical fitness to endure the rigorous working conditions. Fitness testing is a mandatory part of the hiring process. You must include proof of a passed fitness test (JFR Fitness Form) with your application. In order to participate in the 2019 JFR season, all leaders and members must pass a fitness test as part of the application process.

Final candidates for this position must clear a Criminal Record Check with Vulnerable Sector Check conducted by their local police department.

## Salary

\$22.76 to \$28.03 per hour for Crew Sub Leaders and \$23.54 to \$29.06 per hour for Crew Leaders

- There is an additional 11.2% added to the hourly rate in lieu of receiving vacation and benefits.
- In addition to daily work Monday to Friday, leaders will be compensated for alternating night and weekend supervision during July and August, when applicable.

## Notes

These summer employment wage opportunities are available from May 27 - August 23, 2019. There will be some travel to other areas within the province for pre-season meetings, training, area visits and program events.

For more information visit our website and social media sites.

Competencies are behaviours that are essential to reach our goals in serving Albertans. We encourage you to have an in depth understanding of the competencies that are required for this opportunity and to be prepared to demonstrate them during the recruitment process. The link below will assist you with understanding competencies:

<http://www.chr.alberta.ca/Practitioners/?file=learning/apscompetencies/titlepage&cf=9>