



Parks Horticulture Foreman (Temporary)

📅 Posted 28-May-2025 (PST) | 📍 Parks | 💰 \$ 40.53-44.53 per hour | ⌚ Hourly | 🗒 Full-time Temporary | 🏢 CUPE | 📄 Additional 11.5% - 15.5% in lieu of benefits, vacation and statutory holidays

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Penticton is a vibrant, innovative, healthy waterfront city focused on sustainability, community, and economic opportunity. At the City of Penticton, our goal is to serve our residents, businesses, and visitors through good governance, partnership, and the delivery of effective and community-focused services.

The City of Penticton's **Park's Department** is in search of a highly skilled and energetic individual for the full-time temporary position of **Parks Horticulture Foreman**. The City of Penticton Parks Department maintains green spaces, sports fields, playgrounds, and the urban forest, ensuring they are safe and enjoyable for all. We also manage beaches, horticultural displays, and coordinate special events. Additionally, we care for the city's cemeteries, providing peaceful spaces for remembrance. Our work enhances the community's quality of life through recreation, sustainability, and engagement.

Reporting to the Parks Supervisor, the **Parks Horticulture Foreman** oversees the horticulture, mowing, irrigation and urban forestry portions of the department, this role has between 6-20 people reporting to them depending on the season. The Parks Foreman plays a key role in overseeing the horticulture team, ensuring the maintenance and enhancement of public landscapes. They manage planting, upkeep, and seasonal care of floral displays and green spaces, ensuring high-quality, sustainable results. The Foreman also supervises staff, coordinates resources, and ensures that horticultural projects meet both aesthetic and environmental goals, contributing to the overall beautification and health of the community.

Key Duties & Responsibilities:

- Organizes, directs, trains, supervises and assists parks workers engaged in the duties of maintaining and constructing parks infrastructure.
- Conducts site inspections to plan and prioritize work, and to ensure work is of proper quality, on schedule, within budgetary requirements and satisfies safe work practices and regulations.
- Provides technical guidance, leadership, motivation, coaching, instruction and direction to work crews. In support of the Supervisor, reviews problems, evaluates worker performance and coordinates staff training.
- Trains, directs and supervises workers in operation procedures and safe work practices, including equipment operation and use of tools. Ensures workers are following work procedures in a safe and efficient manner.
- Arranges equipment, materials and support services from other City departments, contractors or other external groups. Supervises contractors or volunteer groups as required. Purchases materials and equipment following City Purchasing policy.
- Responds to enquiries from staff, contractors, various user groups and the public. Maintains courteous and positive relations with co-workers, customers, community representatives and contractors.
- Conducts safety inspections as part of a maintenance program, in response to customer inquiries or to identify public safety hazards.
- Assists in developing, implementing and maintaining the departmental Health and Safety program. Assist in training staff and ensure workers are complying to WorkSafe standards and the City of Penticton Health and Safety Policy.
- Monitors budget and program expenditures, maintains work records and prepares related reports.
- Participates in the planning and development of capital projects, operating and capital budgets, corporate policies/procedures, comprehensive maintenance programs and risk management.
- Researches new methods, services, materials and equipment to improve the operation, prepares cost estimates, recommend materials/equipment purchases.
- Provides relief for Parks Amenities Foreman or Parks Supervisor during periods of vacation or other absence.

Required Knowledge, Abilities & Skills:

- Courses or certification in park construction, carpentry, horticulture maintenance, health and safety, risk management and supervisory training.
- Experience in landscape construction and or maintenance in a municipal setting.
- Knowledge of computer applications including Microsoft Office, Geographic Information Systems and related software.
- Certified Playground Inspector certificate.
- Minimum 2 years supervisory experience and the ability to build strong teams.
- Excellent leadership qualities including interpersonal and communication skills.
- Exceptional problem solving abilities.
- Ability to read, understand and interpret plans and specifications.
- Knowledge of parks specifications, methods and techniques.
- Must be able to work outdoors in all weather conditions.
- Ability to maintain accurate records.
- Knowledge of safe work practices related to equipment, tools and work in Parks Environment.
- Strong organizational and communication skills (written and verbal).
- Completion of secondary school along with 5years experience in parks or landscape construction work environment.
- Valid Class 5 Driver's Licence with Air Brakes endorsement.

Education, Training & Experience:

- Five years experience in horticultural construction and/or maintenance in a municipal or equivalent environment with supervisory experience, minimum two years preferred.
- Diploma in horticulture or related discipline from a recognized educational institute, including courses in landscape design, construction, maintenance, arboriculture, irrigation, turfgrass management, plant health care, safety, risk management and supervisory training.
- Completion of secondary school or equivalent.
- Valid BC Pesticide Applicator Certificate - Landscape General.
- B.C. Driver's Licence - Minimum of Class 5.

Preferred training, experience, licences, certificates:

- Arborist Certification - including Tree Risk Assessment Qualification (TRAQ) - International Society of Arboriculture.
- Air endorsement on Valid BC Driver's Licence.

At the City of Penticton, we recognize that great talent and great ideas come from a variety of backgrounds. Tapping into the diversity of our community makes us all stronger and allows us to serve Penticton even better.

That's why we welcome all applicants to consider joining our team. We encourage Indigenous persons, people of colour, all genders and expressions, 2SLGBTQIA+, persons living with disabilities, and others who reflect our ever-changing workplace to apply.

So, if your experience is close to what we're looking for, we would love a chance to talk about working with you. We welcome your cover letter and resume by **June 11, 2025**.

Position type:	Full-time Temporary (40 hours per week)
Wage:	\$40.53 - \$44.53 per hour (Pay Grade 14, CUPE)
Benefits:	11.5% - 15.5% in lieu of benefits, vacation and statutory holidays