

Supervisor, Parks (Regular)

Job Requisition	JR-2026-31 Supervisor, Parks (Regular) (Open)
Job Family	CUPE
Start Date	2026-02-10
End Date	2026-02-26
Primary Posting	No
External Posting URL	https://vernon.wd10.myworkdayjobs.com/Vernon-Career_EXT/job/Operation-Services-Building/Supervisor--Parks--Regular-JR-2026-31

Description

Internal Closing Date:

Feb 19, 2026

External Closing Date:

Feb 26, 2026

Note: Posting comes off at 12:00AM on the closing date, with the competition closing at 11:59pm the day prior.

Hourly Rate:

52.66

Minimum Weekly Hours:

40

Reporting to the Manager, Parks and Public Spaces, the Supervisor is responsible for planning, scheduling and overseeing day to day operations of multiple crews and equipment within parks, cemeteries, city boulevards, public spaces, and parking lots. The role includes co-ordinating with contractors, interacting with the public and user groups, and ensuring compliance with safety and regulatory standards.

Duties Include:

- Organize, direct, train and supervise crews engaged in park maintenance and construction. Arranges equipment, materials and support services from other City departments, contractors or external groups.
- Conduct site inspections to plan and prioritize work, ensuring quality, timeliness, budget compliance, and adherence to safety regulations. Investigates and handles public and user group complaints and service requests in a timely manner.
- Monitors staff's daily work activities for compliance with all provincial and/or federal regulation(s), City of Vernon safety policies and WCB regulations.
- Updates, maintains and analyzes a variety of electronic records and prepares basic reports using a computer.
- Provides technical guidance, leadership, motivation, coaching instruction and direction to staff.
- Sound knowledge of municipal bylaws, policies, and related regulations associated with parks.
- Ensures parks compliance with environmental regulations and mitigates liability exposures.
- Assists with work planning for labour, equipment requirements, employee performance and scheduling identified staff for training.
- Ensure that the Manager, Parks is aware of emerging situations in the field and/or any matters related to staff, equipment or supplies.
- Participates in the ongoing assessment of the existing and future infrastructure needs and develops short, medium and long-range plans for preventative maintenance

- programs.
- Provides support and develops documentation for work related procedures performed within the division.
- Responsible for ordering inventory for specific construction and maintenance projects and completes material purchases in accordance with established procedures.
- Call-out and shift work will be required; responds to after hour calls and takes corrective action as required.
- Coordinate and supervise contractor agreements; monitor performance, inspect completed work and authorize acceptance or corrective measures.
- Performs other related duties as assigned including but not limited to operating heavy equipment when required.
- All persons employed by the City of Vernon will be required to assist the City in providing emergency services. Duties assigned during an emergency may differ from regular duties.

Required Education and Experience:

- Minimum 5 years' experience in parks operations and maintenance of which at least 2 years have been in a progressive leadership/ supervisory role.
- Diploma in Horticulture or related discipline from a recognized educational institute, including landscape design, construction, maintenance, arboriculture, irrigation, turfgrass management, plant health care, safety, and management.
- BC Driver's License Class 3 with "endorsement 15" Air Brake Ticket.
- Cityworks and GIS maintenance programs experience
- A combination of related education and experience may be considered.

Required Knowledge, Skills and Abilities:

- Considerable knowledge of methods, practices, materials, tools, and equipment used in park construction and maintenance. Knowledge in the principles of horticulture, turf management, arboriculture, irrigation systems, and landscape maintenance.
- Significant knowledge of seasonal maintenance practices for parks, sports fields, trails, playgrounds, and snow clearing of parking lots and pathways.
- WHIMS Training
- Provide work direction to crew; delegate work assignments, resolve minor interpersonal problems between crew members and problem solve.
- Record notes, make sketches, and prepare observation report.
- Microsoft Office user capabilities with computers and other related computer programs.
- Good mechanical aptitude and ability. Able to operate heavy equipment when required.
- Extensive knowledge and experience in safely operating equipment, principles of park construction, and maintenance with exposure to a variety of construction and maintenance methods.
- Plan, schedule and coordinate the effective deployment of manpower and equipment.
- Excellent communication skills (oral and written) and ability to exercise diplomacy, courtesy and tact when dealing with employees, contractors, members of the public and user groups.
- Demonstrates day-to-day supervisory leadership by providing guidance, setting clear expectations, supporting employee performance, and promoting a respectful, collaborative work environment while ensuring safe, accurate work in alignment with organizational standards.
- Must be able to read, understand and interpret landscape/engineering drawings and specifications.
- Knowledge of parks specifications, methods and techniques.
- Able to meet the physical demands of the position, including working outdoors in all seasons and weather conditions as required.

- Demonstrated willingness and ability to undertake additional training relating to the duties of the position
- Remains current in parks operation practices, available technologies and new equipment related to park construction and maintenance.
- Ability to obtain and maintain an acceptable criminal record check.

To Apply:

Please submit your resume, quoting the appropriate competition online at [vernon.ca/careers](https://www.vernon.ca/careers) by selecting “apply” and creating a candidate profile.

- Internal applicants are asked to apply using their worker profile.

By making application, you are authorizing the City of Vernon to verify, through whatever means deemed appropriate, any information included in your applicant profile.

The City of Vernon wishes to thank all applicants; however, only those candidates selected for an interview will be contacted. Please note that we are unable to accept phone calls regarding application status.

Worker Sub-Type	Permanent
Location	Operation Services Building
Time Type	Full time
Locations	
Supervisory Organization	Parks