

General Competency

Skills Profile Chart - Supervisor of Silviculture Operation

January 19, 2006

Maintain a Safe/Productive Workplace

Task	Enabling Skills						
Understand Safety Management Systems (SMS)	Define Terms & Principles	Manage SMS Information					
Assess Safety Risks	Recognize, Assess, & set Priorities to Control Hazards	Understand WHMIS & TDG Compliance Requirements	Conduct Safety Inspections	Correct Unsafe Behaviour & Conditions	Recognize Young & Inexperienced Workers	Understand Liabilities of "Recreational" Drug use	Refuse Unsafe Work
Conduct Safety Meetings	Address Worker Safety Concerns	Conduct Tailgate Meetings	Conduct Joint Occupational Health & Safety Meetings				
Maintain Equipment	Execute & Doc. Preventative Maintenance Program	Maintain Emergency Equipment	Ensure Repairs done by Qualified Worker or Company	Ensure Altered Equipment Certified by Appropriate Auth.	Apply Lock Out Procedures		
Monitor Health of Workers	Communicate with First Aid Provider	Develop & Maintain Disability Management Program	Recognize Symptoms of Impairment	Provide Info. on Injury Prevention & other Relevant Health Topics	Monitor and Communicate Allergy Concerns	Monitor & Communicate Worker Medication Needs	
Manage Camp Facility	Comply with MoF Camp Protocol or Silviculture Camp Standards	Prepare Camp Map - Emergency Routes, Muster Station, etc.	Prepare Camp Manifest	Inventory Hazardous Materials	Maintain MSDS Sheets Current	Maintain Camp Hygiene	Provide Potable Water & Sanitary Facilities
	Manage Camp Behaviour	Apply Special Considerations for Remote Camp Sites	Restore Camp Site upon vacating				
Prepare for Emergencies	Establish Mutual Aid	Identify Local Resources	Provide Notice of Commencement of Activities (legal)	Prepare & Comm. Emergency Response Plan	Conduct Emergency Drills		
Investigate Incidents & Near Misses	Differentiate between Inspection & Investigation	Record Incidents & Near Misses	Report Incidents & Near Misses in Compliance with Applicable Regs.	Follow up Incident & Near Misses Reports	Identify Near Miss		

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Task

Enabling Skills

Supervise Workers (cont'd)

Direct Workers

Define Tasks

Define Required Skills

Delegate & "let go" of Tasks

Confirm Instructions Understood

Establish Expectations

Communicate Effectively

Recognize Young & Inexperienced Workers

Recognize Completed Work

Supervise Block Workplan

Orientate Crew

Use Block Checklist

Use Planting Specs Checklist

Monitor Work Quality

Monitor Task Completion

Correct Substandard Behaviour

Communicate Effectively with Workers

Counsel Workers

Resolve Conflict

Develop Interpersonal Skills

Motivate Employees

Manage Crew Behaviour

Maintain Positive Work Environment

Maintain Competent Workforce

Train Employees

Lead by Example

Evaluate Workers

Discipline Workers

Maintain Personal Competency

Monitor & Maintain Personal Health

Recognize Fatigue

Recognize Nutrition Deficits

Schedule & Organize Work

Provide Adequate Time Free of Work

Recognize Seriousness of Injury

Recognize Stress & its Short & Long Term Effects

Recognize Impact of Stimulants & other Substances

Conduct Professional Development

Identify Gaps in Skills & Knowledge

Develop a Professional Growth Plan

Read Professional Literature

Participate in Professional Organizations

Attend Professional Conferences

Participate in Continuing Education

Operate Common Equipment

Operate Passenger Vehicles on Resource Roads

Operate ATVs

Understand Safe Operator Requirements for Industry Equipment

Provide Adequate Time Free of Work

Recognize Seriousness of Injury

Recognize Stress & its Short & Long Term Effects

Recognize Impact of Stimulants & other Substances

Understand Safe Operator Requirements for Industry Equipm't

Understand Chainsaw Operation

Understand Brushsaw Operation

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General Competency	Task	Enabling Skills						
Operate a Successful Business	Make a Profit	Be Aware of Operational Costs & Revenues	Understand the Factors which Affect Profitability					
	Maintain Client Relations	Know Contract Conditions	Develop Interpersonal Skills	Meet Deadlines				
	Organize Workplan	Assess Site	Know Project Specifics	Organize & Manage Subcontractors & Suppliers	Achieve Production Goals			
	Manage Personnel	Hire & Fire Employees	Create a Positive Work Environment	Match People with Tasks & Responsibilities				
	Act as Industry Ambassador	Maintain Relations with Community	Maintain Good Relations with Community's Service Providers	Maintain Good Relations with Native Communities	Recognize Local Sensitivities - be Accountable to Community	Be Sensitive to Other Industrial Operators & Workers	Be Sensitive to Social Differences (eg. students in small communities)	Maintain Professional Image
	Implement Company Policy & Procedures	Manage Payroll & Budget	Apply Harassment Policy & Procedures	Apply Working Alone Policy & Procedures	Apply Violence in the Workplace Policy & Procedures	Apply Impairment on the Job Policy & Procedures	Apply Refusal of Unsafe Work Policy & Procedures	Apply Disability Safety Plan
	Remain Abreast of Current Work Trends	Monitor Industry Related Events & Trends	Test & Evaluate New Equipment					
	Manage Information	Maintain Appropriate Records	Write Reports	Produce Client Reports	Maintain Client Records	Maintain Government Records	Maintain Company Records	Maintain Employee Records

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Task

Enabling Skills

Know & Apply
Legal Rules &
Regulations

Know & Apply
"Laws of the
Land"

Cooperate with
Authorities Having
Jurisdiction

Obey" Laws of the
Land"

Keep up to date of
Current Laws

Understand Legal
Obligations of the
Position

Communicate
Applicable Laws &
Regulations to
Workers

Understand
Certification
System

Protect the
Environment

Understand
Concept of Due
Diligence
(C-45 & WCB)

Differentiate
between Criminal,
Civil & Administra-
tive Law

Know Industry
Standards

Apply Company
Policies &
Procedures

Recognize &
Apply Client Rules
& Guidelines

Apply Silviculture
& Forest Industry
Recognized
Practices (IRP)

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