



Algonquins of Ontario

2023 ALGONQUIN HARVEST MONITOR

JOB DESCRIPTION

GENERAL BACKGROUND

The Algonquins of Ontario (AOO), as represented by the Algonquin Negotiation Representatives (ANRs), require experienced, progressive, and dynamic Algonquin Harvest Monitors for monitoring and reporting of the Algonquin Harvest in WMU 51 - and WMU 54 - Algonquin Park for the 2023 AOO Harvest Season. The Algonquin Harvest Monitors are the main point of contact for Algonquin Harvesters entering or exiting WMU 51 - and WMU 54 - Algonquin Park. They collect harvest reports from harvesters and relay occurrences and related data to their respective ANR or designated community staff, and to AOO Consultation Office staff.

While the 2023 moose harvest season runs from October 7, 2023 to January 15, 2024, Algonquin Harvest Monitors would typically be stationed at their locations between October 7, 2023 to December 4, 2023. The ability to work a flexible schedule (including weekends) and utilize a personal vehicle for travel is required.

DUTIES AND RESPONSIBILITIES

1. Maintain a monitoring station at designated areas and specific times as determined by your respective ANR.
2. Assist with the preparation of field monitoring equipment and ensure equipment is in good working order on a daily basis. (Please note that all monitoring equipment will be provided to you, your ANR, or designated community staff by the AOO Consultation Office).
3. Communicate AOO harvest season procedures, direction, and related management practices within the AOO Settlement Area including WMU 51 - and WMU 54 - Algonquin Park to members of the public, provincial government, and Algonquin community members.
4. Collect, file, and maintain harvest data.
5. Record any suspected issues of non-compliance with the Algonquin Harvest Management Plan to your respective ANR, designated community staff, and/or AOO Consultation Office staff.
6. Submit an accurate daily report of all known moose and deer harvests and any related incidents to your respective ANR, designated community staff, and/or AOO Consultation Office staff.
7. Participate in AOO Harvest Monitor Training Session on October 4, 2023 and complete mandatory and strongly recommended training, as required.

BASIC REQUIREMENTS

- Valid Class "G" Driver's License with access to a dependable vehicle
- Ability to travel in remote locations with limited cellphone coverage in all weather conditions
- Access to a computer and internet for training purposes and daily reporting
- Standard First Aid with CPR/AED Level C certificate*
- Workplace Hazardous Materials Information System (WHMIS)*

* In the event that a candidate does not have the training, training will be provided.

ASSETS

- Ontario Hunter Education Course
- Canadian Firearms Safety Course
- Familiarity with Algonquin Provincial Park geography and road networks

TECHNICAL KNOWLEDGE AND SKILLS

- Knowledge of the AOO Unceded Settlement Area
- Knowledge of natural resource management principles, laws and regulations
- Ability to read maps
- Knowledge of Wildlife Management Units (WMUs) in the AOO Unceded Settlement Area
- Knowledge of Algonquin Park landscape and road networks
- Research, analytical, problem solving, organizational, planning and prioritization skills
- Ability to communicate professionally through verbal and written methods with members of the public, provincial government staff including Park Wardens and Conservation Officers, and AOO community members
- Ability to maintain a high level of professionalism and confidentiality
- Interpersonal skills and the ability to work independently or in a team environment
- Intermediate computer skills and an understanding of the use of the internet and Microsoft Office programs such as Outlook

AOO HARVEST MONITOR TRAINING TO BE PROVIDED:

- **Mandatory Standard First Aid with CPR/AED Level C**
To be completed by October 2, 2023
 - Virtual Self-directed (~6 hours) and In-class (date TBD) (~8 hours)
 - Alternative training can be coordinated by the monitor's respective community
- **Mandatory Virtual Self-directed Training (~1.25 hrs)**
To be completed by October 2, 2023
 - Workplace Violence and Harassment Training for All Audiences (Federal)
 - Workplace Hazardous Materials Information System (WHMIS) 2015
- **Strongly recommended Virtual Self-directed Training (~2.75 hrs)**
To be completed by October 2, 2023
 - Occupational Health and Safety Awareness Training for Workers
 - Heat Stress Awareness and Prevention
 - Personal Workplace Safety and Security Training
 - Safe Driving for Work
- **Mandatory AOO Virtual Training (~4 hrs)**
To be completed on October 4, 2023
 - Harvest Monitor roles, responsibilities, and scheduling
 - AOO internal harvest season management planning and direction
 - AOO harvest activity and incident reporting
 - AOO harvest season safety concerns, risk, and emergency response procedures
 - Proper equipment use and maintenance