

Lookout - Subsidiary 5

APS Benchmark Listings

Sub.No.	Bench- mark	Department	Working Title Job Title	Know-How				Creativity/ Problem Solving		Responsibility		Total Points
				Prof./ Cont.	Comp. Div.	H.R. Skills	Points	%	Points	Profile	Points	
Lookout (Point Range 98 - 113)												
005	052LO01	Agriculture & Forestry	Lookout	C	T	1	76	19	14	R1	16	106

Last Review / Update: 2016-03-11

Subsidiary 5

Benchmark Evaluation - 052LO01

Identification Section

Working Title:	Lookout
Department:	Agriculture and Forestry
Division, Branch/Unit:	Wildfire Services Branch, Forest Protection Division
Reports To:	Forest Protection Technician
Levels to D.M.:	7
Job Description:	052LO01
Minimum Recruitment Standard:	See the Minimum Recruitment Standards for Lookout
Job Code:	052LO - Lookout

Comments on Role

This position is responsible for early detection and accurate reporting of all potential smokes and forest fires within the lookout visibility area. This potential smoke and fire must be monitored for progress or until fire control personnel respond. The work includes maintaining a thorough surveillance over the area observing and recording weather conditions and communicating required information by radio with the district or regional headquarters.

Evaluation

Knowledge	Creativity / Problem Solving	Responsibility	Total Job Points
CT1 76	19% 14	R1 16	106

Comments on Evaluation

- **Knowledge:**

The Lookout must have knowledge of fire/smoke detection and sufficient knowledge to maintain weather measurement equipment compasses and generators. The HR skill of 1 reflects the ability to deal with visitors to tower and exchange technical information with other lookouts, field staff, and aircraft as required. The role requires knowledge of the Department's Occupational Health and Safety Program.

- **Creativity/Problem Solving:**

Decisions on day-to-day operations are made independently based on well-defined procedures. The application of knowledge extends to being able to pinpoint location of fire and determine if the fire is covered by a permit. There is access to assistance.

- **Responsibility:**

This is a program delivery role involved with the timely detection and accurate reporting of all forest fires in the lookout area.

Last Reviewed:

Last Review / Update: 2016-03-11

Subsidiary 5 Benchmark Job Description - 052LO01

Identification Section

Working Title:	Lookout
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Reports To:	Forest Protection Technician
Levels to D.M.:	7

Purpose

(Brief summary of the job, covering the main responsibilities, the framework within which the job has to operate and the main contribution to the organization.)

Reporting to the Forest Protection Technician responsible for detection, this position is responsible for timely detection and accurate reporting of all forest fires detected within the visible area of the lookout. The work includes maintaining a thorough surveillance over the area, observing and recording weather conditions and communicating required information by radio with the district or regional headquarters.

Responsibilities and Activities

(Purpose of the job can be broken down in different responsibilities and end results. Each end result shows what the job is accountable for, within what framework, and what the added value is.)

1. A lookout observer is required to perform a variety of duties that includes:

Provide early detection and accurate reporting of all potential smokes and forest fires within the lookout visible area. Continuous observation on the progress and behaviour of the smoke or fire until fire control personnel arrive at the fire location is also required.

Maintain a constant vigilance for smokes indicating wildfire and communicate reports and check-ins by radio with the Wildfire Management Area Office at scheduled times.

Record and report all unauthorized smoke or smokes by radio to the area.

Record and report all observed lightning storms and strikes to the area.

Monitor authorized fires which are under permit.

Maintain a Fire Permit Register and update as new permit locations are received and old permits expire. Keep up-to-date filing system of fire permits, smoke messages, reports, true assists, and miscellaneous messages.

Check and record weather readings at least twice daily and report to the WMA Headquarters. During an ongoing fire, recording and reporting weather on an hourly basis.

Complete and submit Detection Data Reports, Fuel Inventory, Power Plant Logs, and Servicing Log.

Maintain a station log of all radio transmissions.

Ensure proper interpretation of weather tables and calculations of Fire Danger Rating.

Take and record all weather measurements at proper times ensuring proper use and care of equipment.

Perform routine maintenance work on the lookout buildings, equipment and to the site itself.

Ensure all visitors to the tower site are orientated to the site hazards and treated in a professional manner.

Scope

(Illustrates what internal or external areas the job impacts, and the diversity, complexity, and creativity of the job.)

- Incumbent makes decisions on daily operations independently based on established standards and guidelines with direction given in exceptional situations; these situations are generally defined as those, which are not covered in the standards and guidelines. Work is reviewed at the end of season with a mid season appraisal also.

Contacts

(Main contacts of this position and the purpose of those contacts.)

- The position liaises with other lookouts in other WMAs, providing clear communications and short accurate messages.
- Assist fire operations in a communications capacity.
- Acts as a communications relay between fire camps, field staff, aircraft, etc., as required.

Knowledge, Skills and Abilities

(Most important knowledge factors, skills and abilities including knowledge about practical procedures, specialized techniques, etc.; analytical and conceptual skills and abilities; and skills needed for direct interaction with others not only diplomas and degrees. Specific training if it is an occupational certification/registration required for the job.)

- Must have excellent eyesight, with or without vision aids, particularly at long distances. The ability to see colours and have good depth perception is critical to distinguish the slight differences and shadings of various types against hazy backgrounds. Any vision aids (glasses, contacts) should be from a current eye doctor prescription.
- Must be in excellent physical and mental health to withstand the rigours of climbing the lookout tower and generally living alone. The successful applicants must have the Lookout Medical Certification completed by a medical doctor, and found fit to do lookout work, prior to employment.
- Minimum of grade 10, or equivalent, with a good command of the English language.
- Highly self-motivated individuals who can overcome the loneliness and often monotonous routines associated with the lookout observers way of life. Observers must also be self-reliant, able to learn quickly and work without supervision.
- A valid standard First Aid Certificate with CPR and a "Certificate of Proficiency in Radio" (Aeronautical) from Industry Canada, are required.
- Knowledge of the Department's Safety Program and Occupational Health and Safety.

Organization

(Working titles of positions reporting directly to this position.)

This position has no supervisory responsibilities.

Last Review / Update: 2016-03-11