



February 3, 2022

File: 1385-20/GILB
Employee: s.22

Isaac Gilbert
s.22

Via Email: s.22

Dear Isaac:

Re: AUXILIARY RECALL
Park Ranger-PA 11
Position #00050504, Pay List # 048-6440
South Okanagan Area-Kootenay Okanagan Region
BC Parks and Conservation Officer Service Division
Ministry of Environment and Climate Change Strategy

I am pleased to offer you the above-noted appointment. This appointment is effective **April 19, 2022**, subject to the availability of salary funds. Your status is that of an auxiliary employee and the term of your employment is limited to October 22, 2022, however, as employment is dependent on work requirements, budget considerations and the current workforce adjustment policy, this date may change. If the offer of additional work or the date of your layoff is changed, you will be notified as soon as possible.

The current salary range for this appointment is \$1770.17 to \$1999.21 bi-weekly. Your salary upon appointment will be \$1,921.44 bi-weekly, which represents Grid # **11**, Step # **4** of the salary range. This position qualifies for the Cleaning, Laundering and Repair Allowance, you will receive compensation of \$14.21 bi-weekly for uniform cleaning allowance as per the BCGEU collective agreement.

All Per Diems and Allowances will be paid in accordance with the current British Columbia Government and Service Employees' Union (BCGEU) Main and Component Agreements and as per MOU#3 in the Collective Agreement.

You will begin contributing to the Public Service Pension Plan if and when your pensionable earnings exceed half of the year's maximum pensionable earnings. This normally requires full-time employment for approximately six months. Enrolment is automatic.

...2

As you are being recalled to the above-noted seniority unit, your previous hours worked will be reinstated and used for auxiliary seniority purposes as per Article 31 of the British Columbia Government and Service Employees' Union (BCGEU) Main Agreement. This assignment may also be subject to displacement by a more senior auxiliary employee within the seniority unit during the term of employment.

Please note the following conditions of employment:

- During your employment with the BC Public Service, you will be required to notify your manager or supervisor and the Personnel Security Screening Office (Call 1-855-587-0185 and select menu option 2) in the event that you are arrested, charged or convicted of any criminal offence and provide a new Authorization for Criminal Records Search.
- As a law enforcement officer, Park Rangers are expected to undergo an Enhanced Security Screening (ESS) check to have full access to information confidential to law enforcement. These checks are required to be renewed every 5 years or as required by the Personnel Security Screening Office (PSSO). If you have outstanding requirements to complete your ESS you are expected to provide any outstanding requirements to the PSSO immediately upon your return to work.
- Upon commencement of this appointment, your Supervisor will provide you with a Letter of Expectation in regard to this position. The letter will detail BC Parks expectations associated with: uniform wear and deportment, work schedule, overtime protocols, roles and responsibilities, performance planning, travel, safety and training expectations. Your supervisor will explain the letter to you and incorporate the requirements into your MyPerformance plan.
- On November 1, 2021, the BC Public Service announced the COVID-19 Vaccination Policy that defines the conditions and expectations for BC Public Service employees regarding vaccination against COVID-19. Among other possible measures, proof of vaccination will be required upon hire. It is a term of acceptance of employment that you agree to comply with all vaccination requirements that apply to the public service. More information can be found on the Public Service Agency webpage: <https://www2.gov.bc.ca/gov/content/careers-myhr/all-employees/safety-health-well-being/health/covid-19/covid-19-vaccination-policy-for-bc-public-service-employees>
- Travel is a requirement of this position and transportation arrangements must meet the operational requirements of the Ministry, for example possess and maintain a valid BC driver's license.
- You may be required to travel for the purpose of attending mandatory Park Ranger training commencing April 25, 2022, at Manning Provincial Park near Hope, BC if you did not meet the provincial training requirements as set out in 2021. You will be provided with further direction about the dates of this training and other details if the Regional Director determines that your participation in and completion of this training program is required.

- Due to the nature of your position, you will be required to work evenings, weekends and/or statutory holidays.

All other terms and conditions of employment will remain unchanged.

You will be required to complete timecards on a bi-weekly basis in Time and Leave. Please ensure that they are filled out completely by the Friday before pay period is over so your supervisor can sign them off.

Please note the following:

Point of Assembly: Penticton Office

Seniority Unit: Penticton

Supervisor: Wendy Pope, Area Supervisor

Mobility Class: Field Status

Union Component: Environmental, Technical and Operational

You will have previously completed the required employee documentation; however, it is necessary to complete a new Direct Deposit, TD1 and TD1BC forms for 2022. Should you wish to make any changes to the other documents; the forms can be found at the following website: <http://www2.gov.bc.ca/myhr/index.page> I encourage you to access Employee Self Serve - (ESS) to review and update personal information.

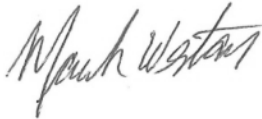
As you have previously signed the “Standards of Conduct for Public Service Employees”, “Internet Usage Agreement”, and “Oath of Employment”, you do not need to complete these forms again, but by accepting this position it is our understanding that you have read and agree to continue to abide by these standards.

To indicate your acceptance of this offer and agreement with the terms outlined in this letter, we ask that you sign in the appropriate space provided, include all requested information and return a copy of this letter to this office. Confirmation of your acceptance of this offer is required **no later than February 15, 2022**. If you do not confirm your acceptance, by providing a signed copy of this letter by the specified date, it will be interpreted as a decline of this offer of employment.

...4

I wish you success in your position and look forward to working with you again. Please call me if you have any questions.

Yours truly,



Mark Weston
PPA Section Head

cc: SeasonalSupport@Telus.com

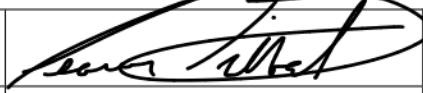
Chris Price, A/Regional Director, BC Parks, Kootenay Okanagan Region, Ministry of Environment and Climate Change Strategy

Wendy Pope, South Okanagan Area Supervisor, BC Parks, Kootenay Okanagan Region, Ministry of Environment and Climate Change Strategy

Dianne Egan, Administration Section Head, BC Parks, Kootenay Okanagan Region, Ministry of Environment and Climate Change Strategy

Candace Buhrke, Financial Analyst, Corporate Services for the Natural Resources Sector, Ministry of Forests, Lands, Natural Resource Operations and Rural Development

<input checked="" type="checkbox"/>	I accept this position and have read and agree to abide by the Standards of Conduct for Public Service Employees.
<input type="checkbox"/>	I decline this offer of employment.

Isaac Gilbert	s.22	
Employee Name	Employee Number	Date February 8, 2022



File: 1385-20/GILB
Employee: s.22

August 24, 2022

Isaac Gilbert
s.22

Via Email: s.22

Dear Isaac:

Re: AUXILIARY EXTENSION
Park Ranger-PA 11
Position #00050504, Pay List # 048-6440
South Okanagan Area-Kootenay Okanagan Region
BC Parks, Recreation Sites and Trails Division
Ministry of Environment and Climate Change Strategy

I am pleased to inform you that your auxiliary term in the above noted assignment has been extended to **December 2, 2022**.

The term of this appointment is dependent on work requirements, salary funds being available and the current workforce adjustment policy. If the date of your layoff is changed, you will be notified as soon as possible.

All other terms and conditions of employment remain unchanged.

I wish you continued success in your employment with the ministry.

Sincerely,

Mark Weston
PPA Section Head – Okanagan Section
778-622-6892

MW:de

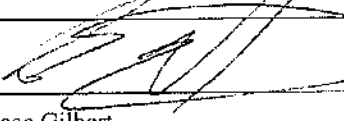
cc: SeasonalSupport@telus.com

Wendy Pope, Area Supervisor, South Okanagan Area

Candace Buhrke – Financial Officer – Corporate Services Branch

Dianne Egan – Admin Section Head, Kootenay Okanagan Region

<input checked="checked" type="checkbox"/>	I accept this auxiliary position extension.
<input type="checkbox"/>	I decline this auxiliary extension.

	s.22	August 26, 2022
Isaac Gilbert	Employee Number	Date