



Position Title: Boat Monitor
Reports To: Director of Operations
Department: Ferry
Status: Seasonal
Revision Date: March 14, 2025

JOB PURPOSE

This unionized position serves as a vital component of the Miss McKenzie II crew, with the primary responsibility of ensuring compliance with municipal regulations and safety standards across all activities on municipal waterways. The Boat Monitor acts as the principal public liaison, offering authoritative guidance and educational resources on boating safety and environmental conservation. By engaging directly with local community members and visitors traveling aboard the Miss McKenzie II, this role is crucial in advocating for and fostering a culture of safe and responsible boating practices.

SPECIFIC ACCOUNTABILITIES

- Act as the primary liaison for passengers, delivering authoritative and informative guidance on boating regulations and safety protocols.
- Provide rapid and coordinated responses in emergency situations, ensuring the safety and well-being of all individuals aboard.
- Maintain effective communication with the Ferry Captain to ensure seamless and efficient operations.
- Vigilantly oversee the boarding and disembarking processes on the Miss McKenzie II to guarantee safety and orderliness.
- Address and resolve any passenger inquiries or concerns during the voyage, ensuring a satisfactory transport experience.
- Collaborate in conducting regular inspections of the Miss McKenzie II to verify compliance with safety standards, and promptly report any maintenance or repair needs to the relevant authorities.
- Perform routine cleaning tasks to uphold the cleanliness and sanitary conditions of the Miss McKenzie II.
- Accurately document passenger counts and manage fare collection as specified by operational requirements.
- Promote and instill a culture of safety and responsibility, ensuring all practices comply with or exceed the standards set forth by the Occupational Health and Safety Act.
- Enforce important safety regulations diligently, maintaining a secure environment for everyone onboard.
- Execute additional tasks as directed by the Director of Operations, contributing to the overall effectiveness and efficiency of the ferry operations.

KNOWLEDGE, SKILLS & TECHNICAL ABILITIES

- Strong communication skills for effective interaction with passengers and crew members.
- Excellent customer service skills to address and manage passenger concerns professionally.
- Problem-solving skills to identify and resolve safety or operational issues swiftly.
- Organizational skills for maintaining accurate logs, records and reports.
- Proficiency in using radio communication equipment for effective coordination with the Ferry Captain and emergency teams.
- Capability to ascend ladders and execute pre-operational procedures within the engine room.



- Ability to perform basic vessel inspections and identify potential maintenance or safety issues.
- Competence in conducting minor cleaning and maintenance tasks.
- Familiarity with fare collection systems and the ability to handle cash transactions.
- Exhibits excellent attention to detail and an established capacity to execute instructions with precision and accuracy.

WORKPLACE REQUIREMENTS & CONDITIONS

- High School Diploma
- Capacity to perform moderate lifting, handling equipment and entering the engine room daily with limited space.
- Flexibility to work shifts that may include, weekends, holidays, early mornings or late evenings, depending on operational schedules.
- Uphold a professional demeanor and appearance consistent with representing the Municipality.
- Primarily an outdoor work setting aboard the Miss McKenzie II, subject to varying weather conditions, including very cold and hot weather.

RELATIONSHIPS

- **Internal:** Employees of the Ferry department.
- **External:** Daily contact with the public.

RATE OF PAY

- \$24.40 Hourly – Job Classification 03

UNION

- United Steelworkers