

Land Title and Survey Authority of British Columbia (LTSA)

Job Description

TITLE AND REPORTING RELATIONSHIP

Job Title:	Deputy Surveyor General
Classification:	Excluded
Division:	Operations
Department:	Surveyor General Services
Role Group/Category/Level:	Management/ Non-Technical / 2
Wage Type:	Management

POSITION PURPOSE

Reporting to the Senior Deputy Surveyor General, the Deputy Surveyor General role is a land survey subject matter expert and statutory decision maker and supports the Senior Deputy Surveyor General in operational decision-making, maintaining the integrity of the provincial survey structure and serving the needs of our customers. The role supports strategic objectives by improving and delivering professional, consistent and responsive services to meet customer needs.

KEY RESPONSIBILITIES AND ACCOUNTABILITIES

- Provides cross-operations domain-specific expertise to LTSA;
- Provides subject matter support and guidance to the managers responsible for the Surveyor General Technologists and Records Services staff;
- Undertakes statutory and delegated authorities of the Surveyor General, as described in the Surveyor General Authority Delegation Policy, under applicable legislation and regulations;
- Works collaboratively with Operations department managers, the Policy and Legal Services Division, and the Province, to ensure that all Surveyor General statutory and delegated authorities are carried out efficiently, correctly and in accordance with established policies and procedures;
- Reviews and approves the following:
 - Survey plans submitted to the Surveyor General pursuant to the *Land Act*, *Land Title Act*, *Mineral Tenure Act*, *Coal Act* and *Oil and Gas Activities Act*;
 - Statutory applications pursuant to sections 69, 70, 94, 108, 118, 218 and 219 of the *Land Title Act* and Section 58 of the *Land Act*;
 - Crown grants and various ministerial orders;
 - Survey and Plan Rules exemption request referrals from the Association of BC Land Surveyors (ABCLS);
 - Survey Plan Dataset Submission exemption requests from land surveyors.

- Provides advice and direction related to the physical records in the Crown land registry for which the Authority has conduct;
- May assess land interests, developments and locations to determine the method of surveying to be employed; advises clients on types of surveys required and options to assist with boundary definitions;
- May oversee and advise on land survey contracting processes, write RFPs, inspect land surveys conducted under contract and conduct field audits of survey work;
- Provides professional counsel and technical advice to government and various ministry officials and the land surveying profession, on surveys, cadastral boundaries, mapping, and related matters in support of program development and enforcement activities, First Nations treaty settlement negotiations, and boundary dispute resolution;
- Provides advice to the province on litigation matters involving surveys and historical survey practices involving disputed lands and boundaries;
- Conducts and oversees business process reviews to support the achievement of division and organizational goals;
- Provides leadership as a professional land surveyor to support the development and maintenance of the provincial land survey system.

QUALIFICATIONS

Education and Experience:

- A degree in Survey Engineering or Geomatics, or a Diploma of Technology in Geomatics or equivalent education;
- Must hold a commission as a British Columbia Land Surveyor (BCLS) and be a practicing land surveyor as defined in the *Land Surveyors Act*, with a preferred minimum of five (5) years' experience in this capacity;
- Experience in the management and maintenance of legal surveys and legal survey records;
- Prior experience in the management of technical staff.

Knowledge, Skills and Abilities:

- Strong knowledge of applicable portions of the following statutes: *Land Act, Land Title Act, Strata Property Act, Land Survey Act, Land Surveyors Act, Property Law Act, Land Title Inquiry Act, Mineral Tenure Act, Coal Act, Oil and Gas Activities Act*, and of the Survey and Plan Rules of the Association of British Columbia Land Surveyors.
- In-depth knowledge of case and common law that apply to boundary determination and land ownership, with emphasis on case and common law that pertain to natural boundaries.
- Strong understanding of the land title system employed in British Columbia.
- Thorough understanding of land surveying and mapping principles, techniques and technologies.
- Strong leadership skills, with ability to effectively manage customer and client demands.
- Sets high standards of performance and acts as a mentor and role model for staff.
- Strong analytical, strategic and conceptual thinking.
- Strong interpersonal, verbal and written communication skills.

- Utilizes excellent judgment, displaying tact and diplomacy.
- Exercises a high degree of problem solving and conflict resolution skills.
- Maintains a high level of competence and personal and professional integrity and ethics.
- Understanding of land and resource management, planning and decision-making processes.
- Ability to effectively influence teamwork and cooperation within a diversified work environment.
- Demonstrated time management skills.