

**Employer:** Land Care Niagara

**Position Title:** Summer Resource Technician

**Employment Type:** Temporary Full-time Summer Student

**Pay Range:** \$14.00 per hour @ 35 hours per week

**Employment Period:** May 21st to August 21st 2020

**Closing Date:** Monday May 14th 2020, 10:00am EST



**Job Description:**

Under the guidance and direction of the Stewardship Director, the Summer Resource Technician' will assist in the delivery of program initiatives set out by Land Care Niagara (LCN). Responsibilities may include: assisting with the implementation of the Forests Ontario Rural Tree Planting Program, upkeep and maintenance of the Re-Leaf Tree Nursery, assisting with new projects as funding is approved, and the upkeep of LCN's social media platforms.

**Key Accountabilities:**

<b>Data collection and Management</b>	
<b>Duties</b>	<b>Performance Standards</b>
<ul style="list-style-type: none"><li>➤ Collect resource data</li><li>➤ Create and/or maintain databases</li></ul>	<ul style="list-style-type: none"><li>➤ must be able to work in all weather conditions</li><li>➤ understand how to use tree and other identification keys</li><li>➤ accurate and legible field note-taking</li><li>➤ able to learn and exercise new methodologies and protocols</li><li>➤ able to quickly plan logical and efficient order of activities</li><li>➤ must demonstrate advanced knowledge of computer applications and Microsoft Office</li></ul>
<b>Field Support</b>	
<b>Duties</b>	<b>Performance Standards</b>
<ul style="list-style-type: none"><li>➤ Maintain Re-Leaf Nursery</li></ul>	<ul style="list-style-type: none"><li>➤ Must be capable of physical work for long durations</li><li>➤ Must communicate corrective instructions with respect, confidence and courtesy</li><li>➤ Able to work independently</li></ul>
<b>Volunteer Management</b>	
<b>Duties</b>	<b>Performance Standards</b>
<ul style="list-style-type: none"><li>➤ Organize volunteer work parties</li><li>➤ Lead volunteer activities</li></ul>	<ul style="list-style-type: none"><li>➤ Demonstrate good Leadership and supervisory skills</li><li>➤ Able to communicate with enthusiasm and clarity</li><li>➤ Good organizational skills are a must</li></ul>

**Job Factors:**

<b>Minimum Education Level Required</b>	Confirmed enrollment into a post-secondary University or College program such as Environmental Science, Technician/Technology, Bachelor of Science or related programs.
<b>Transportation</b>	The incumbent must have a valid driver's license and access to a vehicle to fulfill the duties of this position.
<b>Employee Supervision</b>	Summer Resource Technician reports to the Stewardship Director. General orientation and training will be on-going, but the Summer Resource Technician is expected to work independently for periods of time. A work schedule will require the incumbent to report directly to field locations or Vineland workstation as required to fulfill the duties of the position. No office space will be provided as the position requires work to be completed primarily in the field or from a remote location.
<b>Communication Skills</b>	Excellent interpersonal communication skills are required as interaction with community volunteers, youth, landowners, contractors, consultants, Stewardship Director and Council members are integral to the position.
<b>Accountability Reporting</b>	The Summer Resource Technician is responsible for keeping an accurate work diary of locations, tasks, contacts and hours to be submitted weekly to the Stewardship Director.
<b>Work Schedule</b>	The Summer Resource Technician's scheduled work week will be Monday - Friday 9am - 4:30pm. The position will require work to be completed during peak activity periods (e.g. tree planting) where early starts, late finishes, evening or weekend duties will be required.

**To Apply:**

Send your cover letter and resume as a PDF by May 14<sup>th</sup> 2020, 10:00 am EST. The cover letter and resume combined should not exceed four (4) pages. Please include two references.

Send application to: [barry.porter@landcareniagara.com](mailto:barry.porter@landcareniagara.com)

We thank you for your interest. Only those selected for further screening or an interview will be contacted.