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SUMMER YOUTH EMPLOYMENT OPPORTUNITY – Canada Summer Jobs 2016

The Alouette River Management Society (ARMS) is a not-for-profit charitable organization committed to the protection and enhancement of the Alouette River Watershed in Maple Ridge and Pitt Meadows, BC. We are dedicated to public awareness and education concerning the Alouette Watershed and environmental issues.

Position:

Summer Programs Coordinator (pending successful Canada Summer Jobs grant funding)

Purpose:

- Assist Environmental Education Coordinator in planning, preparing and delivering a wide variety of summer environmental programs for children
- Assist the Alouette River Management Society with community stewardship activities and planning and attendance at local festivals including Ridge Meadows Rivers Day and Country Fest
- Assist the Alouette River Management Society with other tasks necessary to help carry out its charitable mission

Duties:

- Familiarize themselves with the:
 - o Alouette River Management Society and Allco Fish Hatchery
 - o Allco Park landscape and trails
 - o Ecological importance and history of the Alouette Watershed
 - o Flora and fauna of the Alouette Watershed
 - o Threats to the Alouette Watershed and current issues
 - o Conservation and how the public can help
- Assist the Environmental Education Coordinator in planning, preparing and delivering a maximum of five (5) environmentally-themed week-long summer day camps for children aged 6-13
- Supervise and engage summer camp participants at the Rivers Heritage Centre, Allco Fish Hatchery and Allco Park with other staff and volunteers
- Assist, where required, with interpretive tours of the Rivers Heritage Centre, Allco Fish Hatchery and Allco Park to school, community and public groups
- Assist with the delivery of in-school environmental programming, where required, after completion of appropriate training
- Assist the Volunteer Coordinator and Executive Director in the preparation of the 23rd Annual Ridge Meadows Rivers Day event

- Assist the Volunteer Coordinator with community outreach events such as invasive plant pulls, litter pick-ups, and stream monitoring
- Assist ARMS staff, with direction, at special events
- Work outside, rain or shine
- Represent the Alouette River Management Society in a professional, reliable, and enthusiastic manner
- Complete other duties as deemed necessary by the Executive Director and other supervising ARMS staff as assigned by the Executive Director

Benefits:

- Receive valuable employment experience in program planning, environmental stewardship skills, leadership, and event planning
- Gain experience working with children of various ages
- Enhance your communication, interpretive and public education skills
- Receive training on the ecology and history of the Alouette Watershed
- Contribute to the community by working for a charitable not-for-profit organization

Requirements:

- Working toward a degree or diploma in biology, earth sciences, education, environmental sciences, geography or related field
- Be between the ages of 15 and 30
- Full time student and returning to school in September
- Clear criminal record check (to be made by the applicant to ARMS upon request)
- Interest and experience working with children (highly desirable)
- Internet and computer literate with knowledge of Outlook, Excel, Word, and social media an advantage
- Valid and clear BC driver's license and own transportation a must
- Energetic, able to do light physical work, enthusiastic, mature, and a team player

In addition, preference will be given to candidates with:

- Current First aid certification
- Familiarity with Maple Ridge and Pitt Meadows region
- Some post-secondary education
- Interest in nature, park interpretation or environmental education and stewardship
- Excellent interpersonal, organizational and leadership skills

****Please note: This position is dependent on successful funding from Services Canada for Canada Summer Jobs (to be advised).**

Location:

Rivers Heritage Centre, 24959 Alouette Road, Maple Ridge, BC

Duration and Hours:

16 weeks, 30 hours per week, Monday to Friday, with required occasional evening and weekend work

Salary/Wage:

\$12 per/hour. Mileage paid at 0.54c/km as required.

Responsibilities:

Supervised by the Executive Director and other ARMS staff as assigned by the Executive Director.

Application: **Accepting now until the position is filled**

Start Date: 16 May, 2016

End Date: 2 September, 2016 (note: start and end dates are dependent upon available funding)

Please apply with resume and cover letter via email or fax to:

Greta Borick-Cunningham, Executive Director

Email: arms@alouetteriver.org

Fax: 604-467-6438

The Alouette River Management Society thanks all applications for submitting their resume. Only successful applicants will be contacted for an interview. Please do not call our office for enquiries. All enquiries must be directed to the Executive Director at the above email address. Thank you for your interest in working for the Alouette River Management Society.