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SUMMER YOUTH EMPLOYMENT OPPORTUNITY – Canada Summer Jobs 2017

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 (summer student)

Purpose:

- Assist the ARMS Education program to plan, prepare and deliver a variety of summer environmental camps for children
- Assist ARMS with community stewardship activities such as the Adopt-a-Stream program
- Plan and attend local festivals and events including Father's Day Fish Release and Country Fest
- Assist with fundraising activities such as birdhouse building workshops and other marketing initiatives to further promote the ARMS
- Assist ARMS with other tasks necessary to help carry out its charitable mission

Duties:

- Become familiar with:
 - 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
- Plan, prepare and deliver a maximum of five (5) environmentally-themed week-long summer day camps for children aged 6-12 years with assistance from ARMS 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 with the development of content and design for ARMS web page and other social media
- Assist ARMS staff in the planning and preparation of the annual Father's Day Fish Release, Maple Ridge Litter Heroes events and other similar activities
- Plan and develop fundraising or marketing tools and activities alongside ARMS staff

- Assist ARMS staff with community outreach events such as invasive plant pulls, litter pick-ups, and stream monitoring
- Assist ARMS staff, with direction, at special events
- 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
- Work outside, rain or shine

Benefits:

- Receive valuable employment experience in education program planning and delivery, environmental stewardship skills, leadership, marketing, fundraising 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:

- Preferred working toward a degree or diploma in education and degrees such as biology, earth sciences, environmental sciences, or geography. Consideration will also be given to those with a communications and marketing background.
- Be between the ages of 15 and 30
- Full time student and returning to school in September 2017
- Clear criminal record check
- Demonstrated enthusiasm and experience working with children (highly desirable)
- Experience planning and delivery of youth camps or similar (highly desirable)
- An active volunteer in their community
- 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, enthusiastic, diplomatic, professional, mature, self-directed 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 funded by Services Canada for Canada Summer Jobs.**

Location:

Maple Ridge, British Columbia

Duration and Hours:

9 weeks, 30 hours per week, Monday to Friday, with occasional weekend work required

Salary/Wage:

\$13 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 positions are filled**

Start Date: 29 May, 2017 (1 position)

End Date: 28 July, 2017

Start Date: 19 June, 2017 (2 positions)

End Date: 18 August, 2017

Please apply with **cover letter and resume** via email to:

Greta Borick-Cunningham, Executive Director

Email: arms@alouetteriver.org

The Alouette River Management Society thanks all applicants for submitting their resumes. 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.