

A Rocha Canada Houston - Buck Creek Canfor Hatchery & Nature Centre **Position Title: Summer Project Assistant (16 wks)**

Note: Anticipated 1 position pending funding approval.

Note: This positions will be partially funded by Canada Summer Jobs grant, and is contingent on funding approval.

POSITION DETAILS

Location:	Buck Creek Canfor Hatchery & Nature Centre
Start and End Date:	May 4, 2021 to August 21, 2021 (16 weeks)
Hours/Days Worked:	Full time (5 days/week, 30-40 hours/week, Tuesday to Saturday).
Wage:	\$16.20 per hour.
Closing Date:	April 28, 2021, or until the position has been filled.

POSITION FUNCTION

A Rocha is an international Christian organization which, inspired by God's love, engages in scientific research, environmental education, community-based conservation projects and sustainable agriculture. We envision the transformation of people and places by showing God's love for all creation.

A Rocha Canada's project in Houston - the Buck Creek Canfor Hatchery and Nature centre - raises up to 10,000 coho fry yearly to be released into the Upper Bulkley River watershed, is involved in riparian restoration and monitoring in the watershed and provides interpretive displays and environmental education programming to local schools, groups and visitors.

The Summer Project Assistant works in collaboration with the Northern BC Project Coordinator to develop and deliver programming, maintain the facility, and participate in riparian restoration and monitoring.

WORKING RELATIONSHIPS

Reports directly to the Northern BC Project Coordinator and works closely with local volunteers, Department of Fisheries and Oceans staff and members of the Upper Bulkley River Roundtable.

DUTIES AND RESPONSIBILITIES

Farm Production & Sales:

- The Summer Project Assistant will welcome volunteers to the Nature Centre during public open hours and keep track of statistics for year-end reporting.
- In collaboration with the Northern BC Project Coordinator the Summer Project Assistant will help in planning and delivery of environmental programming including school programs, the annual bioblitz, annual fry release day and summer day-camp.
- Design and create at least one new interpretive display inside the centre along a theme as agreed upon by the Northern BC Project Coordinator.

- Maintenance of the grounds including the gardens, trails and ponds in the backyard wildlife habitat.
- Orient and supervise volunteers involved in gardening and Nature Centre maintenance.
- Participate in habitat restoration projects along the Upper Bulkley River.
- Help prepare the hatchery equipment for the fall broodstock capture.
- Provide support for other onsite activities as needed.
- Awareness and adherence to A Rocha's Covid-19 Protocols.

WORKING CONDITIONS

Work takes place inside the Buck Creek Canfor Hatchery and Nature Centre as well as outdoors in the watershed. The Summer Project Assistant is required to work in all weather conditions and will be required to work in and around water. Work in extreme weather conditions may be required. Shared indoor office space is provided, though the Summer Project Assistant will be required to communicate with other staff and volunteers to avoid space conflicts and abide by COVID-19 protocols.

QUALIFICATIONS AND SKILLS

Experience:

- Experience with Natural History Interpretation and/or environmental education an asset.
- Experience with riparian restoration and streamkeepers monitoring an asset.
- Experience working within the not-for-profit sector an asset.
- Ability to do light carpentry and plumbing an asset.
- First Aid and CPR certifications an asset.
- Experience with computers an asset.
- Demonstrated embodiment of A Rocha Canada's Vision, Commitments and Core Values an asset.
- Demonstrated leadership experience; able to comfortably make decisions and execute tasks in a diverse and dynamic working environment.

Skills:

- Introductory knowledge and interest in ecology and local natural history.
- Introductory technical skills and/or interest in the areas of habitat restoration techniques, water quality monitoring, and biodiversity monitoring.
- Intermediate Microsoft Office and/or Google suite experience.
- Demonstrated communication (verbal/written), facilitation, and interpersonal skills; able to work both independently and within a team environment; able to resolve interpersonal conflicts professionally.
- Strong organizational and time management skills; able to identify and prioritize tasks with minimal supervision, work independently, and take initiative.
- Must be physically fit, able to walk on uneven ground and through thick brush.
- Demonstrated ability to work quickly, efficiently, and calmly with children and visitors bringing tasks to completion in a timely manner while maintaining positive interactions with drop in visitors.
- Familiarity with A Rocha Canada's Vision, Commitments and Core Values.

Additional Eligibility Requirements:

Applicant must:

- be between 15 and 30 years of age at the start of the employment;
- be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act for the duration of the employment;

- have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations; and,
- obtain a Criminal Record Background and Vulnerable Sector check.

HOW TO APPLY

- Email, as a single PDF document, a cover letter and resume clearly detailing your experience and qualifications for this position to **Cindy Verbeek at cindy.verbeek@arocha.ca**
- Ensure your email subject line clearly refers to the **Houston Summer Project Assistant** position.
- Ensure your name and the position title are included in the PDF file name.
- The application intake period will close on April 28, 2021, or until the position has been filled.
- Only applicants selected for interviews will be contacted. Please no phone calls or emails.
- The position(s) are contingent on Canada Summer Jobs funding approval.