

A Rocha Canada Houston - Buck Creek Canfor Hatchery & Nature Centre Position Title: Grounds and Maintenance Technician (Summer position)

Note: Anticipated 1 position ***pending funding approval*** by Canada Summer Jobs grant

POSITION DETAILS

Location:	Buck Creek Canfor Hatchery & Nature Centre
Start and End Date:	May 1, 2023 to Sept 1, 2023 (8-16 weeks subject to funding)
Hours/Days Worked:	Full time (35 hours/week between Mon-Fri).
Wage:	\$17.00 per hour
Closing Date:	Ongoing 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 at the Nature Centre in Houston to local schools, groups and visitors.

The Grounds and Maintenance technician works in collaboration with the Northern BC Project Coordinator to maintain and improve the building and grounds at the Buck Creek Canfor Hatchery and Nature Centre in Houston.

WORKING RELATIONSHIPS

Reports directly to the Northern BC Project Coordinator, and works closely with and local volunteers.

DUTIES AND RESPONSIBILITIES

Duties and responsibilities will be determined in communication with the Northern BC Project Coordinator, described below.

Grounds

- Ensure walkways are clear and safe at all times.
- Plant garden beds and weed flower beds.
- Maintain ponds, fire pit area and other infrastructure in the backyard.
- Mow the lawn and maintain pathways.
- Other projects (depending on funding) as directed by NBC Coordinator may include (but are not limited to) constructing a gazebo, deck, planter boxes, laying walkways and creating a rain garden, and native plant/pollinator garden.

Building Maintenance/Janitorial

- Ensure the hatchery, interpretive display area and classroom are clean and safe at all times.
- Complete janitorial duties as outlined on the building maintenance checklist.
- Other maintenance as directed by the NBC Coordinator as it arises.

In all areas the Grounds and Maintenance Technician will:

- Model open communication and work collaboratively within A Rocha Canada as a whole for the good of the organization, in support of A Rocha Canada's mission, core values and strategic plan.
- Demonstrate embodiment of A Rocha Canada's Vision, Commitments and Core Values.

WORKING CONDITIONS

Work takes place at the Buck Creek Canfor Hatchery and Nature Centre in Houston, BC as well as outdoors in the watershed. Work may include tasks in and around water. Shared indoor office space is provided, though the employee will be required to communicate with other staff and volunteers to avoid space conflicts.

QUALIFICATIONS AND SKILLS

Experience:

- Experience with maintaining a building and yard required.
- Experience with larger carpentry projects, electrical, computer wiring and light plumbing is an asset.
- Experience working within the not-for-profit sector is an asset.
- First Aid and CPR certifications are 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:

- Light carpentry skills and ability to run electrical hand tools (ie drill, saw, etc) required.
- 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 operate a lawn mower, carry a wheelbarrow and do some heavy lifting.
- Demonstrated ability to work quickly, efficiently, and calmly in a busy environment, bringing tasks to completion in a timely manner while maintaining positive interactions.
- 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;

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- 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 **houston.bc@arocha.ca**
- Ensure your email subject line clearly refers to the **Grounds and Maintenance Technician position**.
- Ensure your name and the position title are included in the PDF file name.
- The application intake period will be ongoing 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.