



SOUTH NATION
CONSERVATION
DE LA NATION SUD

Full time, Finch, Ontario

Hours: Monday-Friday (8:00 a.m.-4:00 p.m.)

Salary Range: \$14.00-\$17.50/hour

Start Date: June 2018

Duration: 3 months

****Start date and duration dependent on pending funding approval. ****

At South Nation Conservation (SNC) you will be immersed in a diverse professional environment, where you will thrive in a multi-disciplinary community that includes engineers, planners, biologists, foresters, and GIS technicians, among others.

SNC's strength lies in our experience performing and applying cutting edge science and research at the community level. Our entrepreneurial culture is a dynamic combination of government and private sector, in which you will have the scope to lead innovative projects to protect and enhance our local environment.

WHAT YOU OFFER:

- Knowledge of invasive species affecting local environments;
- Plant, fish, and invertebrate identification skills;
- Knowledge and skills relating to monitoring local waters and natural areas for invasive species;
- Experience networking with resource professionals/agencies and engaging volunteers/public in invading species awareness and stewardship projects;
- Excellent written and oral communication skills, including experience conveying information to the public (e.g. presentations to community/contributing articles to newspapers/newsletters);
- Familiar with computer and database management skills (e.g. MS Office, MS Outlook, Internet);
- Knowledge of the principles of field work, such as accurate data recording, use of technical equipment, and record keeping;
- Ability to work flexible hours and perform occasional field work; and
- Strong organizational skills and the ability to work effectively with minimal supervision.

LOCATION:

The SNC office is in a rural location in Finch, Ontario, southeast of Ottawa. The successful candidate must have reliable transportation.

SUBMISSION INFORMATION:

Application Deadline: April 29th, 2018 at 11:59pm.





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Please submit in **one document** an **OFAH Invading Species Community Outreach Liaison Application Form**, cover letter, résumé and one letter of reference indicating the **location** to which you are applying and how your skills and qualifications meet each of the requirements of this position to:

Attention: Invading Species Awareness Program Coordinator

Ontario Federation of Anglers & Hunters

P.O. Box 2800

Peterborough, Ontario K9J 8L5

Fax: (705) 748-9577

E-mail: is_jobs@ofah.org

Only candidates chosen for an interview will be contacted.

Additional details are available on the attached documents below.

Job Title: Invasive Species Community Outreach Liaison

Application Deadline: April 29, 2018 @ 11:59PM

*****Please Note: All positions are dependent upon external funding, yet to be received by the OFAH *****

Start Date: Usually in June, but specific date to be determined (pending funding approval)

Duration: Usually between 6-12 weeks, but specific duration to be determined (pending funding approval)

Rate of Pay: \$14.50 per hour

Number of Positions: 1 position per location listed below unless otherwise stated

Locations: 27 locations within Ontario:

Applicants must have been full-time post-secondary students in the 2017-2018 academic year, under 30 years of age, and be returning to post-secondary school full-time in September 2018, as per the requirements of the Government of Canada's Canada Summer Jobs Program.

****Please indicate the location to which you are applying in your OFAH Invading Species Community Outreach Liaison Application form, cover letter and résumé:***

- **Carleton Place** (in partnership with Mississippi Valley Conservation Authority);
- **Chute a Blondeau** (in partnership with Voyageur Provincial Park);
- **Bracebridge** (in partnership with Muskoka Watershed Council);
- **Finch** (in partnership with the South Nation Conservation Authority);
- **Kenora** (in partnership with Lake of the Woods District Property Owners Association);
- **Kingston** (in partnership with Ducks Unlimited Canada);
- **Kirkfield** (in partnership with Balsam Lake, Indian Point, & QEI Provincial Parks);
- **Lanark** (in partnership with Plenty Canada);
- **Manitowaning** (in partnership with Manitoulin Streams);
- **Manotick** (in partnership with Rideau Valley Conservation Authority);
- **Midland** (in partnership with Severn Sound Environmental Association);
- **Mississauga** (in partnership with Credit Valley Conservation Authority);
- **Newmarket** (in partnership with Lake Simcoe Conservation Authority);
- **Newmarket** (in partnership with Oak Ridges Moraine Land Trust);
- **Nobel** (in partnership with Killbear Provincial Park);
- **Omeme** (in partnership with Emily Provincial Park);
- **Orillia** (in partnership with Kids for Turtles Environmental Education);
- **Owen Sound** (in partnership with Grey Sauble Conservation Authority);
- **Peterborough** (two positions) (in partnership with the Ontario Federation of Anglers and Hunters);
- **Port Perry** (two positions) (in partnership with the Township of Scugog);
- **Sault Ste. Marie** (in partnership with the Invasive Species Centre);
- **Sydenham** (in partnership with Frontenac Provincial Park);
- **Thunder Bay** (in partnership with EcoSuperior Environmental Programs);

- **Trenton** (in partnership with Lower Trent Conservation Authority);
- **Utopia** (in partnership with Nottawasaga Valley Conservation Authority);
- **Wasaga Beach** (in partnership with Wasaga Beach Provincial Park);
- **Wheatley** (in partnership with Wheatley Provincial Park); and
- **Whitby** (in partnership with Thickson's Woods Nature Reserve);

Description:

The ***Ontario Federation of Anglers and Hunters (OFAH)*** is currently searching for hard-working, motivated individuals to assist with our Invasive Species Awareness Program (ISAP).

Key Responsibilities:

- Liaison with community groups and resource professionals to assist in the development of invasive species awareness initiatives;
- Attend and provide support to community events;
- Conduct presentations to various community organizations;
- Coordinate community groups in stewardship and monitoring activities; and
- Develop educational materials on invasive species/contribute articles to local newspapers/newsletters.

Education and Qualifications:

- Enrolled in post-secondary education in biology, environmental science or a related resource management program;
- Registered as a full-time student in post-secondary education for the 2017-2018 academic school year in one of the above related fields, and enrollment in post-secondary education for the Fall of 2018;
- Between the ages of 15 and 30 at the beginning of employment;
- Canadian citizen, permanent resident or person to whom refugee protection has been conferred under the *Immigration and Refugee Protection Act*; and
- Legally entitled to work in Canada in accordance with relevant provincial/territorial legislation and regulations.

Required Skills and Experience:

- Knowledge of invasive species affecting local environments;
- Plant, fish, and invertebrate identification skills;
- Knowledge and skills relating to monitoring local waters and natural areas for invasive species;
- Experience networking with resource professionals/agencies and engaging volunteers/public in invading species awareness and stewardship projects;
- Excellent written and oral communication skills, including experience conveying information to the public (e.g. presentations to community/contributing articles to newspapers/newsletters);
- Familiar with computer and database management skills (e.g. MS Office, MS Outlook, Internet);
- Knowledge of the principles of field work, such as accurate data recording, use of technical equipment, and record keeping;
- Ability to work flexible hours and perform occasional field work; and

- Strong organizational skills and the ability to work effectively with minimal supervision.

Other Requirements:

- Proof of enrollment in post-secondary education for the Fall of 2018 (e.g. letter from the school, time table, etc.);
- Valid driver's license (class G);
- Valid pleasure craft operators card (for positions required to operate watercrafts);
- Valid police reference check; and
- Valid OFAH Membership.

Assets:

- Valid emergency first aid with level A CPR and AED certification (as a minimum); and
- Valid fishing licence.

Please submit in **one document** an **OFAH Invading Species Community Outreach Liaison Application Form**, cover letter, résumé and one letter of reference indicating the **location** to which you are applying and how your skills and qualifications meet each of the requirements of this position to:

Attention: Invading Species Awareness Program Coordinator

Ontario Federation of Anglers & Hunters

P.O. Box 2800

Peterborough, Ontario K9J 8L5

Fax: (705) 748-9577

E-mail: is_jobs@ofah.org

NO TELEPHONE CALLS OR EMAIL INQUIRIES PLEASE

The deadline for applications is April 29, 2018 @ 11:59PM

Only candidates chosen for an interview will be contacted.

The Ontario Federation of Anglers and Hunters is an equal opportunity and accessible employer.

The OFAH is committed to providing accessible opportunities for all qualified job applicants. Should you require an accommodation to participate in the recruitment process, please contact Julie Young, Human Resources at 705-748-6324 x245 or julie_young@ofah.org.

OFAH Invading Species Community Outreach Liaison Application Form

Please include this completed form in one document with your cover letter and resume.

All questions are job requirements of the Canada Summer Jobs program and/or the Ontario Federation of Anglers and Hunters for employment.

What location(s) are you applying to work at?	
Are you under 30 years of age?	___ Yes ___ No
Were you a full-time post-secondary student in the 2017-2018 academic year?	___ Yes ___ No
Which school did you attend?	
What program did you take?	
Are you returning to full-time post-secondary studies in the fall of 2018?	___ Yes ___ No
Do you have a class "G" license or be willing to obtain one before the start date for this position?	___ Yes ___ No ___ Willing to obtain
Have you ever been convicted of a criminal offence for which a pardon has not been granted?	___ Yes ___ No If yes, please specify:
Would you be willing to obtain a police reference check with a vulnerable sector screen as per the job requirements of the OFAH?	___ Yes ___ No ___ Willing to obtain

Voluntary Answer

The OFAH is actively committed to creating a diverse and inclusive workforce and encourages applications from qualified candidates. Please indicate by checking the box below if you are from the one or more of the following groups: immigrant/refugees, persons with disabilities, visible minorities, immigrant/refugees, and/or Indigenous person.

- ☐ I am voluntarily indicating that I am a member of one or more of the following groups: immigrant/refugees, persons with disabilities, visible minorities, immigrant/refugees, and/or Indigenous person.