

Okanagan and Similkameen Invasive Species Society

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OKANAGAN VALLEY SUMMER STUDENT JOB OPPORTUNITIES

The Okanagan and Similkameen Invasive Species Society (OASISS) is a non-profit organization comprised of a Program Manager and a Field Operations Manager, a board of Directors and a diverse membership that represents different agencies, ministries, conservation organizations and natural resource companies within the Okanagan-Similkameen. The society and its members are dedicated to working together to prevent, monitor and control the spread of invasive species in our region. OASISS is currently seeking five enthusiastic, self-motivated, articulate and organized individuals to join our team!

Invasive Plant Program Assistant (two positions)

Term: Full time, May 23 - August 27, 2017 (14 weeks)

Base location: Penticton

Wage: \$15 per hour

Closing: April 28, 2017 @ 5:00 PM

Aquatic Invasive Species (AIS) Program Assistant (three positions)

Term: Full time, May 23 - August 27, 2017 (14 weeks)

Base locations: Penticton, Kelowna and Vernon

Wage: \$15 per hour

Closing: April 28, 2017 @ 5:00 PM

Work Tasks and Responsibilities:

- Follow weekly workplans and attend bi-weekly staff meetings
- Identify and record locations of invasive plants
- Collect and release biological control agents, natural insect enemies
- Hand pull, cut, dig and dispose of invasive plants in priority locations
- Need for daily communications and updates to managers and partnering jurisdictions
- Data entry
- Broadcast (hand) seeding of disturbed soils
- Set up a display panel and information at various community events
- Distribute outreach materials to retail outlets, municipal offices, and local businesses
- Provide landowners with information on invasive plant identification and management
- Report writing

Work Tasks and Responsibilities:

- Create weekly workplans and attend bi-weekly staff meetings
- Interact with recreational boaters at boat launches and provide information on aquatic invasive species
- Deliver outreach materials to yacht clubs, retail outlets, boat rental facilities, at boat shows and community events
- Speak with visitors at provincial parks and campsites, youth at summer camps and other locations identified throughout the duration of the project
- Set up a display panel and information at various community events
- Conduct surveys for aquatic invasive species in key locations identified by experts
- Report writing

FOR ALL THE POSITIONS

To be eligible to participate in the Canada Summer Jobs initiative, individuals must:

- be between 15 and 30 years of age at the start of the employment;
- have been registered as a full-time student in the previous academic year and intend to return to school on a full-time basis in the next academic year;
- be a Canadian citizen, permanent resident or person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act; and
- be legally entitled to work in Canada in accordance with relevant provincial/territorial legislation and regulations.

Requirements for the jobs:

- Must be available to complete the full work term
- Must have completed at least one year of post-secondary education and ideally is pursuing a post-secondary education in the field of natural sciences
- Must provide own work space; each employee works and is based from their own 'home office'
- Must be able to access, assimilate and organize information from emails, digital files (Excel, Word, PPT, PDFs, shared files), maps, literature and discussions on a daily basis to complete all tasks competently
- Must be able to work independently and maintain own work schedule
- Must have a reliable vehicle— compensation for mileage will be provided at the current government rate (log book required) based on a pre-determined marshalling point
- Required to work a flexible 40-hour work week (aquatics students will work most weekends and some evenings) for the full work term
- Students must provide their own computer, cell phone (stipend provided) and personal outdoor work gear, including items such as: sturdy work boots, rain gear and sun protection. Personal protective safety gear will be provided by the employer as required for any specialized tasks

Preference for a strong combination of the following skills:

- Proven ability to engage people in conversations
- Excellent written and oral communication skills
- Experience working on or around water and boats, including angling [for the Aquatics positions]
- Experience with or knowledge of invasive species
- Ability to travel and work in variable environmental conditions

HOW TO APPLY:

- Submit a cover letter (optional) and resume (mandatory) in one single document. **Please ensure this document clearly shows how you meet the mandatory requirements.**
- **Indicate which position you are applying for: Invasive Plant Program Assistant or AIS Program Assistant**
- **For the Aquatic positions, please indicate which Regional District is your preferred placement - South Okanagan-Similkameen (Penticton), Central Okanagan (Kelowna) or North Okanagan (Vernon).**
- Only applicants who have been selected for the interview process will be contacted.
- Applications will be accepted until **5:00 PM Friday, April 28, 2017.**
- Interviews will take place in early May

Submit Applications to:

Lisa Scott, OASISS Program Manager

Email: osasiss@shaw.ca

Subject line should state: "Application for Summer Student Position"

These positions are available thanks to financial support from the Okanagan Basin Water Board and the Canada Summer Jobs Program.

The number of summer students hired is contingent on financial support from the Canada Summer Jobs Program.