

AQUATIC OUTREACH ASSISTANT

EMPLOYMENT OPPORTUNITY- Full time, seasonal

Who We Are

The Okanagan and Similkameen Invasive Species Society (OASISS) is a non-profit organization with 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. We are committed to attracting, engaging, and developing a diverse and inclusive workplace. OASISS is currently seeking TWO enthusiastic and organized individuals to join our team in the position of **Aquatic Outreach Assistant!**

Term: Full time, May - August 2023, possibility for extension.

Base locations: Kelowna and Vernon, B.C.

Wage: \$20/hour

Work Tasks and Responsibilities

- Create weekly work plans and attend bi-weekly staff meetings
- Coordinate with partner organizations for scheduling events and activities
- Assist in developing educational materials, videos and social media content
- 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 and other locations
- Lead programs at summer camps and other locations to educate youth
- Set up an information booth at community events
- Conduct surveys for aquatic invasive species in key locations identified by experts
- Report writing

Canada Summer Job Requirements

Individuals must be:

- Between 15 and 30 years of age at the start of the employment;
- A 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.

Job Requirements

- Available to complete the full work term
- Completed at least one year of post-secondary education and ideally is pursuing a degree or diploma in the natural sciences, education or related field
- Provide own workspace; each employee works and is based from their own 'home office'
- 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
- Able to work independently and maintain own work schedule
- Have a reliable vehicle and willing to drive long distances within the Okanagan Valley. **Vehicle must be insurable for business use in British Columbia** – compensation for mileage will be provided at the current government rate (log book required) based on a pre-determined marshalling point
- Able to work a flexible 40-hour work week for the full work term; work week is typically Wednesday – Sunday

- Willing to work in variable environmental conditions
- Provide own computer, cell phone (stipend provided) and personal outdoor work gear, including rainwear and sun protection. Personal protective safety gear will be provided by the employer as required for any specialized tasks.
- Valid Standard First Aid for Industry (OFA Level 1 or equivalent) or achieve certification within one month of starting work

Preference for a combination of the following skills and experience

- Leadership skills
- Strong interpersonal skills
- Proven ability to work independently and manage deadlines
- Effective time management skills
- Demonstrated ability to take initiative
- Comfortable and experienced speaking to large groups
- Experience working on or around water and boats
- Experience with invasive species

How to Apply

Go to our website oasiss.ca/employment-opportunities and fill out the APPLICATION FORM for the **Aquatic Outreach Assistant** position. You are also required to email your resume to employment@oasiss.ca with subject line "Application-Aquatic Outreach Assistant." Cover letter is optional.

Applications will be reviewed as they are received.

We thank all applicants for their interest. However, we will only contact those selected for further consideration.

Deadline for Applications: Open Until Filled