

INVASIVE SPECIES COUNCIL OF METRO VANCOUVER

VOLUNTEER OPPORTUNITY



POSITION	Invasive Species Education Volunteer
START DATE	As soon as possible
TERM	Minimum 3-month commitment, 2-4 hours/week or negotiable tasks
LOCATION	Work from ISCMV office (1025 Boundary Road, Vancouver) or your own space
DEADLINE TO APPLY	Open until filled

SUMMARY OF POSITION

The Invasive Species Council of Metro Vancouver (ISCMV) is a non-profit society that works to improve invasive species management in the region. The ISCMV conducts outreach and communications activities throughout Metro Vancouver and requires an Invasive Species Education Volunteer to assist in this work. Responsibilities and tasks may vary depending on the interests, skill level and availability of the successful candidate(s).

TASKS AND RESPONSIBILITIES MAY INCLUDE

- Coordinate regular ISCMV social media content under staff supervision
- Develop content and edit ISCMV website (*Expression* platform)
- Provide outreach about invasive species at community events
- Respond to public inquiries and requests via phone, e-mail or social media
- Update database of festivals and community events suited to ISCMV participation
- Contribute to ISCMV photo gallery and herbarium
- Help with ISCMV special events
- Write articles for ISCMV e-newsletters

QUALIFICATIONS

The successful candidate must demonstrate the following:

- Ability to volunteer at least 2-4 hours/week for 3 months following a training period
- Experience with social media
- Ability to work independently
- Knowledge of, or experience with, local invasive species
- Demonstrated ability to engage positively with the public
- Good writing and editing skills
- Professionalism and ability to maintain confidentiality

BENEFITS

- Experience working with a regional environmental not-for-profit organization
- Training and orientation to the ISCMV
- ISCMV T-shirt
- Free admission to ISCMV events
- Networking opportunities with ISCMV Board of Directors, partners and supporters
- Reference provided after a minimum 3-month commitment and satisfactory performance

For inquiries about this position or to submit an application (cover letter and resume indicating why you would be a good fit for this position), please contact:

Tasha Murray, Senior Manager
Invasive Species Council of Metro Vancouver
E-mail: tmurray@iscmv.ca