



## **INVASIVE SPECIES COUNCIL OF METRO VANCOUVER EMPLOYMENT OPPORTUNITY**

<b>POSITION</b>	Invasive Species Program Assistant
<b># OF POSITIONS</b>	1
<b>START DATE</b>	May 22, 2018
<b>TERM</b>	15 weeks, 40 hours/week
<b>LOCATION</b>	1025 Boundary Road, Vancouver with travel to events and worksites throughout Metro Vancouver
<b>WAGE</b>	\$18.00/hour
<b>DEADLINE TO APPLY</b>	11:59 pm April 10, 2018 (interviews will take place starting the week of April 16, 2018)

### **SUMMARY OF POSITION**

The Invasive Species Council of Metro Vancouver (ISCMV) is a non-profit society that works closely with land managers throughout Metro Vancouver on invasive species issues. The ISCMV will be conducting outreach and field activities throughout Metro Vancouver and requires an Invasive Species Education Assistant to support this work.

### **TASKS AND RESPONSIBILITIES**

- Engage with community members to provide education about invasive species at community festivals, special events, boat launches, farmer's markets, garden centers, etc.
- Coordinate open houses and other special events at the ISCMV Fieldhouse in Adanac Park
- Research and identify gaps in outreach materials
- Develop, update and distribute invasive species outreach resources (displays, brochures, etc.)
- Respond to public inquiries and requests via phone, e-mail and social media
- Maintain database of festivals and community events appropriate for ISCMV to attend
- Help deliver ISCMV public education programs
- Develop and update website
- Coordinate ISCMV social media content
- Contribute to ISCMV photo gallery and herbarium
- Verify and manage invasive species reports and enter into mapping program/database
- Support ISCMV field crew; conduct inventory and control activities at sites throughout the Metro Vancouver Regional District
- Provide technical support to the field crew (create maps and reports, manage data, place signage, etc.)
- Engage and collaborate with local land managers from a number of different jurisdictions (provincial, regional, municipal and First Nations governments) on invasive species management projects

## QUALIFICATIONS

The successful candidate must demonstrate, at minimum, the following:

- Ability to work a flexible schedule that will include regular weekend work, and some possible holiday and evening work
- Ability to work independently in an office, public site, or field environment
- Knowledge of or experience with local invasive species
- At least one year of post-secondary education in one or more of the following fields: education; marketing & communications; outdoor recreation; forestry; resource management; fish, wildlife and recreation; environmental science; biology; ecology; conservation; pest management
- Valid Class 5 Driver's License essential (drivers abstract will be requested from those selected for an interview) and comfort driving large trucks
- Comfort public speaking
- Demonstrated ability to engage positively with the public
- Experience with social media
- Willingness to work in a diversity of sites throughout the Metro Vancouver region
- Ability to carry out field work including work in adverse conditions
- Hold, or be willing to obtain, a current Assistant Pesticide Applicator's Certificate for Industrial Vegetation and Noxious Weeds ([www2.gov.bc.ca/gov/content/environment/pesticides-pest-management/pesticide-use/pesticide-certification/certificate-categories/assistant-applicator](http://www2.gov.bc.ca/gov/content/environment/pesticides-pest-management/pesticide-use/pesticide-certification/certificate-categories/assistant-applicator))
- Willingness to work with herbicides and potentially dangerous plants (e.g. giant hogweed)

Preference may be given to those candidates who possess:

- Occupational First Aid Level 1, 2, or 3
- Personal vehicle available to drive to work sites
- Invasive species training or expert knowledge
- Familiarity with the Metro Vancouver region

## ELIGIBILITY

Funding for this position may be provided by the federal Canada Summer Jobs (CSJ) program. Therefore, to qualify for these positions, individuals must also be eligible to participate in the CSJ initiative and:

- Be between 15 and 30 years of age at the start of the employment;
- Have been registered as full-time students in the previous academic year;
- 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 (foreign students are not eligible); and
- Be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations.

**Only candidates being considered for this position will be contacted. This position is subject to funding availability. Please submit a cover letter and resume in one single PDF file indicating how you meet these qualifications by 11:59 pm April 10, 2018 to:**

Tasha Murray, Executive Director  
Invasive Species Council of Metro Vancouver  
E-mail: [tmurray@iscmv.ca](mailto:tmurray@iscmv.ca)