



Conservation Assistant Job Description

Job title	<i>Conservation Assistant (35 hours/week for 8 weeks)</i>
Reports to	<i>Habitat Management Coordinator</i>

Job purpose

The Conservation Assistant assists with the fieldwork component of various projects for Greenways Land Trust, as well as works with other staff and the Greenways Board of Directors to fulfill the organization's mission to restore, sustain and protect natural areas and critical habitats, particularly ecological and recreational greenways, for the benefit of the Campbell River community.

Duties and responsibilities

Baikie Island Nature Reserve

- Assist the Habitat Management Coordinator and Conservation Technician with the field portion of the Annual Baikie and Campbell River Estuary Management Plan

Invasives

- Conducting the fieldwork portion of the invasive species removal plan as per the recommendation of the Habitat Management Coordinator and the City contracts

Fruit Tree Project

- Assist the Outreach and Food Security Coordinator to lead fruit tree harvests with volunteers and distribute locally gleaned fruit to food security partners

Other:

- Carry out other duties as required by the Executive Director, Habitat Management Coordinator, and other Greenways Land Trust staff

Eligibility

- As there is a manual labour component to this position, we are legally required to hire youth that are at least 16 years of age.
- In compliance with our primary funder, this position is open to youth between 16 and 30 years of age who are legally entitled to work in Canada (which means you must have a valid Social Insurance Number).
- We may also have separate funding for an additional Conservation Assistant that is open to Aboriginal youth* that are current students, to provide hands on training and practical work experience to an Aboriginal student. Please indicate in your cover letter/application email if you meet this criteria. (*including Status/Non-Status/Metis/Inuit)

Qualifications

- Strong interest in nature and environmental stewardship

- Interest in working with an environmental non-profit organization
- Availability to work some weekend and evening shifts
- Capable of working outdoors in all weather
- Previous field-work experience is an asset
- Valid Driver's License is an asset

Team Development

Greenways is a small non-profit composed of a hardworking, close-knit staff. We are all here because we believe strongly in the work that we do, and we know that we are more effective working together than working as individuals. To continue to cultivate an effective team, all employees are required to:

- Attend staff meetings, report on activities, and work together to problem solve
- Engage with other staff to develop positive, open, and effective relationships
- Represent Greenways when working with volunteers and partner groups

Greenways is an Inclusive Employer

Greenways Land Trust is committed to fostering, cultivating, and preserving a culture of diversity and inclusion with equitable treatment for all. We believe that a diversity of perspectives is a valued asset to enabling us to achieve our mission. Our collective sum of individual differences, life experiences, knowledge, innovation, and self-expression represent a significant part of our reputation and achievement.

To Apply

Please submit a resume and cover letter to Camille Andrews at camille@greenwaystrust.ca by May 10, 2025. Feel free to call Camille at 778-533-1833 if you have any questions about the position.

April 2025