



SEAWA is Hiring!

Summer Restoration Assistant

The South East Alberta Watershed Alliance Society (SEAWA) is a multi-sector, volunteer-based, collaborative, not-for-profit society that serves as a Watershed Planning and Advisory Council (WPAC) for the South Saskatchewan River Sub-Basin within Alberta, and Pakowki Lake watershed. Both watersheds comprise the SEAWA watershed. SEAWA's work is guided by: *Water for Life – Alberta's Strategy for Sustainability, South Saskatchewan Regional Plan, WPAC Programme Areas, and SEAWA Mission and Vision.* For more information, please visit www.seawa.ca.

Job Description

The Summer Restoration Assistant works with SEAWA staff in the implementation of work and communication plans of the ongoing riparian areas restoration project, as well as with SEAWA's applied research, and community engagement and educational activities. The restoration project is funded through the Government of Alberta's Watershed Resiliency and Restoration Program (WRRP).

Duties and Responsibilities

Under the overall supervision of the Executive Director, work with SEAWA Stewardship Facilitators staff in the following tasks:

- Perform restoration tasks including but not limited to: organize and haul supplies, tools, and materials; plant shrubs/ trees and do post-planting care (dig plant holes, plant, water, weed, apply mulch, make basins around base of plants, install plant protection cages, assist in the installation of temporary watering lines); purchase tools, supplies, and materials; drive to and from restoration sites, clean and organize items in the self-storage unit and the office storage, document restoration activities (photos, data collection, expenses, GPS locations, make maps, write reports, etc.); and assist volunteers in the field
- Assist in all field visits to monitoring existing restoration work and/or check potential restoration sites
- Help landowner partners do their paperwork/application for grants to leverage restoration project funding
- Assist in applied research work and data collection; and citizen science data collection as they arise
- Assist in the holding of SEAWA events: educational forums, open houses, tours and participation on behalf of SEAWA at community events

- Assist in the holding of committee meetings and take notes
- Write a monthly report of all activities, write articles about activities for the SEAWA newsletter, and submit a formal final report at the end of the summer employment
- Administrative and office tasks, and any other task assigned by the Executive Director.

Required Qualifications and Skills

- A post-secondary student returning to school in September 2019 or a new graduate in the field of science, physical geography, agriculture (plant science/horticulture), or a related natural resource field;
- Ability to do field work and some lifting work
- Experience in the use of manual gardening and tree planting/pruning tools (e.g., shovels, spade, shears, loppers) and other basic tools (e.g., pliers, screw driver, mallet, hammer, etc.)
- Basic understanding of plant growth requirements
- Basic understanding of a semi-arid climate as in Southeastern Alberta and its effect on water, plants and soils
- Collaborative and cooperative attitude, positive and cheerful disposition, and interested in listening to people, having discussion and sharing of information
- Proficiency in the use of MS Suite – Word, Excel, PowerPoint, and Publisher
- Excellent technical and plain English communication skills – spoken and written
- A keen interest in and appreciation of the natural environment – water, soils, native vegetation, landscapes and their conservation within the goals of sustainable development
- A strong work ethic; punctual, follow schedules, and meet deadlines and deliverables
- A valid driver's license
- Ability to work in a small urban centre such as Medicine Hat.

Position Details

- A full-time position starting May 1, 2019 through to August 7, 2019 (14 weeks). Hiring is dependent on SEAWA receiving the anticipated wage subsidy for this position which may require either a returning student, or youth (15 – 30 years old).
- Wage is \$18 - \$20 per hour depending of qualifications, at 30 hours per week + vacation pay
- Work is approximately 80% field work and 20% office work
- The position is at Medicine Hat, AB
- This position reports to the Executive Director
- A Police Check and a valid AB driver's license are required and
- Legally allowed to work in Canada.

Please submit your resume with a cover letter via e-mail to **executive@seawa.ca**, by **February 12, 2019 4:30 pm MST**.

We thank all applicants but only those selected for an interview will be contacted.