



## Watershed Assistant

Position: Full-time, one-year Term (with possibility of extension)

Location: SRRCD Steinbach office, 154 Friesen Avenue

Hours per week: Monday - Friday 8:30 am - 4:00 pm (35 hrs/wk)

Wage: \$30,000-40,000 depending on qualifications

Deadline: May 3, 2019

Submit cover letter and resume to: [info@srrcd.ca](mailto:info@srrcd.ca) with the subject: Watershed Assistant

### Responsibilities/Duties

- Assist with the implementation of District and Sub-District programs ensuring programming is delivered according to schedule, within budget, and according to SRRCD policies and priorities as directed by the Manager
- Assists with on-site wetland surveys and post processing of survey information
- Provides on-site support to SRRCD staff for project delivery with landowners
- Maintains up-to-date database of projects, equipment, and materials
- Work as a team with SRRCD staff to ensure that all permits, landowner agreements, right of access forms, etc. are obtained prior to commencement or advise the Manager of any reason why this cannot be achieved
- Initiate requests for services for future projects with potential clients
- Assist with project implementation including water retention, riparian enhancement, well sealing, water sampling, tree planting, rain gardens, etc.
- Support data management of all projects and results
- Assist with education, public relations, and workshop events relating to water conservation and environmental stewardship

### Qualifications/Skills:

- Completed degree in Environmental Science or related field and/or experience
- Environment/Agriculture/Social Science/Science background is an asset
- Enjoy working outdoors in all weather conditions
- Proficient with Microsoft Office and database management
- Must hold a valid Class 5 driver's license and access to a vehicle is an asset
- Excellent interpersonal skills, approachable, resourceful, self-motivated, able to work independently, communicate clearly and a passion for conservation an asset
- Background knowledge of the SRRCD program an asset
- Knowledge of the agricultural landscape in Southeast Manitoba an asset
- Knowledge of Geographic Information Systems (GIS) an asset