

**Job Title:** Assistant Conservation Areas Technician

**Reports to:** Conservation Lands Specialist

**Details:** 40-hour work week - \$17.60/hour

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### Purpose

The Assistant Conservation Areas Technician supports the seasonal operations and basic maintenance of Otonabee Conservation's conservation areas. This entry-level role focuses on routine groundskeeping, facility upkeep, and visitor support under the direction of the Conservation Lands Specialist.

### Primary Responsibilities (This is not an exhaustive list)

- **Conservation Area Operations & Maintenance:** Perform routine groundskeeping (lawn mowing, trimming, litter collection, trail clearing). Clean washrooms, shelters, and public-use facilities. Assist with signage installation and minor repairs under supervision.
- **Support for Conservation Lands Projects:** Assist with habitat restoration activities (planting, mulching, watering). Help with invasive species removal using hand tools. Provide labour support for small improvement projects.
- **Visitor Interaction & Customer Service:** Provide general information to visitors about rules and permitted activities. Report visitor issues or safety concerns to Conservation Lands Specialist.
- **Safety & Inspections:** Report hazards, maintenance needs, or unusual conditions observed during daily tasks. Assist during inspections as needed.
- **Equipment & Tools:** Operate equipment such as push mowers, trimmers, hand tools, and wheelbarrows. Assist with cleaning and storing tools and equipment. May operate riding mowers or side-by-sides only after training and demonstrated ability to operate the equipment.

### Skill

- **Education:** Completion of secondary school preferred. Enrollment in a related post-secondary program (Environmental Science, Parks & Recreation, Resource Management) considered an asset.

- **Experience:** Experience in outdoor labour, landscaping, or park maintenance is an asset but not required.
- **Knowledge & Technical Skills:** Basic understanding of outdoor maintenance practices. Ability to safely use hand tools and small equipment. Willingness to learn conservation area operations.
- **Certifications:**
  - Valid Ontario Class G driver's license with a clean driving record.
  - Standard First Aid and CPR Certification (or willingness to obtain).
  - Chainsaw Operator Certification an asset.

## Effort

- Fatigue resulting from managing multiple tasks and priorities
- Required to lift or move up to 27 kg/60 lbs. (e.g. move materials including gravel/limestone/rocks, move construction materials, emptying garbage barrels, and moving picnic tables)
- Able to traverse/work on irregular or uneven surfaces and terrain, wet or slippery surfaces
- Ability to work under pressure and handle multiple priorities, balancing administrative tasks with outdoor work in diverse conditions.

## Working Conditions

- Interaction with the general public within the conservation areas
- Occasionally required to extend or modify hours of work in response to high/low visitor volumes, emergencies, attendance at training sessions or other work-related meetings
- Outdoor work is required: this will include exposure to variable weather conditions (especially summer heat) and other workplace hazards e.g. insects, poison ivy, and wild animals, domestic dogs, etc.
- Use of workplace hazardous materials such as cleaning products, fuels and lubricants, construction materials, etc.
- Handling of workplace waste and recycling materials
- Significant use of equipment such as tractors, side-by-sides, riding/push mowers, and trimmers
- Significant use of small tools such as hammers, drills, and saws
- Travel to conservation areas using corporate vehicles required