



Making a difference...together

# Employment Opportunity

## Environmental Ambassador

### *Parks & Environmental Services – Environmental Protection*

Competition	<b>20/018</b>
Status	<b>Auxiliary</b>
Hours of Work	<b>80 hours bi-weekly (Schedule: Thursday – Monday)</b>
Rate of Pay	<b>\$24.72 per hour (plus 14% in lieu of benefits)</b>
Review of applications begins	<b>4:00pm on February 27, 2020</b>
Notes	The anticipated length of this term assignment is approximately 16-20 weeks

### Summary

The Environmental Outreach Assistant (Environmental Ambassador) is part of a team of summer students assisting with environmental marketing, educational campaigns and community outreach. The position also provides assistance to several CRD environmental programs including Water Conservation, Regional Source Control, Environmental Resource Management and Climate Action. The position requires working a variety of shifts, including days, evenings, and weekends.

The anticipated length of this term assignment is approximately 16-20 weeks.

### Duties & Responsibilities

- Represents the CRD in a professional and informed manner.
- Communicates and answers specific customer questions regarding water use and efficiency, waste reduction, pollution prevention and other CRD environmental programs.
- Refers the public to the correct source of information for water, wastewater, environmental practices and regulatory inquiries.
- Assists in staffing, set-up and dismantling of promotional displays at outreach events.
- Assists in staffing and operating the CRD mobile drinking water cart(s) at community events.
- Informs the public about CRD environmental bylaws.
- Administers and notifies those, where applicable of watering bylaw infractions.
- Patrols local neighbourhoods in a variety of weather conditions.
- Assists in the delivery of CRD environmental marketing initiatives and campaigns.
- Maintains an inventory of marketing and promotional materials and equipment.
- Assists with publicity activities.
- Maintains a comprehensive record of program activities.
- Assists with campaign initiatives and customer survey activities.
- Researches and reviews information related to water efficiency, waste reduction, pollution prevention and other environmental programs.
- Maintains various data bases.
- Follows all policies, procedures and standards of the CRD.
- Performs other related duties as required.

## Qualifications

- High school graduation and some post-secondary courses in environmental sciences, public relations, education, environmental technology, and 6 months related experience, or an equivalent combination of education and experience.
- Sufficient physical strength and stamina to perform the required duties including the ability to lift weight up to 30 kg. Proven ability to work in a team environment essential. Excellent interpersonal/ communication skills (oral and written) in communicating effectively with staff and the general public. Excellent telephone skills required. Knowledge of local resource management issues and CRD programs and services.
- Working knowledge and experience with Microsoft computer software applications including word processing and spreadsheet programs. Strong customer service skills and experience effectively dealing with potentially irate individuals. Ability to work with minimal supervision. Must have a valid Class 5 BC driver's licence and be able to operate a motor vehicle. Successful candidates will be required to provide a recent driver's abstract.

Program note: As per grant funding requirements, applicants must be between the ages 15-30 years to apply.

## Applications

To apply for this exciting opportunity, please submit your resume and covering letter online at [www.crd.bc.ca](http://www.crd.bc.ca) under "Careers".

**The CRD thanks you for your interest and advises only those candidates under active consideration will be contacted.**

