



4300 Riverwood Park Lane
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Invasive Species Assistant

The Riverwood Conservancy (TRC) is a volunteer- and member-based charity in Mississauga that provides programs to the community in nature and environmental education, natural areas stewardship / conservation and gardening.

Garlic mustard (GM) is the main invasive plant threat to the Riverwood ecosystem. Reporting to the Stewardship Coordinator (SC), the Invasive Species Assistant (ISA) will follow the management plan to systematically remove GM from Riverwood's natural areas and help restore the ecological integrity of this 150-acre urban oasis. The ISA will organize, train and lead teams of volunteers, including high school students performing their community service hours, to perform the work.

Position Responsibilities

- Develop an evening and weekend high school/community volunteer *Garlic Mustard Task Force* (GMTF), supported by the SC;
- Identify priority treatment areas from baseline data, and with support by the SC systematically identify populations of GM to be managed;
- Track and record extent of GM removed, by GPS treatment area, number of bags removed, percent cover data before and after treatment; record info into ArcGIS;
- Lead volunteer training sessions on safety protocols, safe removal procedures, including identification of Poison ivy, equipment and tool use and volunteer procedures and emergency procedures;
- Coordinate and communicate the GMTF schedule to volunteers and SC;
- Prepare equipment for events, coordinate GM removal from site, maintain equipment and toolshed;
- Support related corporate and community stewardship events, as needed;
- Track and record other invasive species and add to removal plans if possible;
- Collect volunteer forms and track hours of all volunteers;
- Prepare weekly activity log and a final report summarizing results (with GIS);
- Present results to Stewardship Committee and TRC staff;
- Support other TRC programs as needed with research or administrative tasks; and
- As time permits, support the Stewardship Assistant as needed.

Skills and Qualifications

- Interest in ecology, environmental science, land management or related field;
- Ability to identify GM and Poison ivy or the willingness to learn;
- Excellent leadership skills; previous volunteer leadership experience an asset;
- Excellent communication, organizational, multi-tasking and writing skills;
- Ability to use GIS independently is an asset;
- Ability to work independently and be able to adapt to change quickly;
- Appreciation of the environment and outdoor work;

- Training in first aid is an asset and further health & safety training will be provided.
- Enrolled full-time in a college or university with plans to return to full-time studies the next academic year.

Deliverable

- A professional report summarizing extent/quantity of GM removed and locations on the property, total number of volunteer hours contributed to GMTF, total pounds removed, with recommendations on future site treatments and approaches.

Terms of employment

Contract start date is April 17, 2017 pending grant approval and end date is August 11. Time commitment is 37.5 hours per week. Work hours vary and will include many evenings and weekends. Hourly wage is \$13.00 per hour.

Interested candidates are required to submit a cover letter and resume by mail, fax or email (in Word format only) by Monday April 10, 2017 to:

Brian Packham
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Fax: 905-279-4303

TRC thanks all candidates for applying but can only contact those selected for an interview.