

# Central Kootenay Invasive Species Society



## Job Opportunity: Outreach & Operations Technician

**Number of open positions:** 1

**Wage:** \$27.48/hour

**Term:** May 5 – August 29, 2025

**Hours:** Full-time, 36 hours per week

**Location:** Based in Nelson, BC; work sites throughout the Central Kootenay region

### Duties and Working Conditions

The Outreach and Operations Technician will support Education Program with invasive species education and outreach programs three days a week, and will support the Operations Program with invasive species management activities one day a week.

Outreach duties include hosting educational booths at events, leading community weed pulls and youth field trips, updating the website, newsletters, press releases, and social media, distributing educational resources, creating original content for CKISS outreach activities, and supporting virtual and in-person events like webinars, workshops, and presentations.

Operations duties include working as part of a small field crew to carry out invasive species management including surveys and manual removal of invasive plants in priority locations, sign installation and removal, and landowner outreach.

The position involves both office and field work, with variable hours, including weekends, holidays, and some evenings. It requires good physical fitness for tasks such as extended walking, standing, lifting up to 50 lbs, and using hand or power tools for invasive plant removal. Extensive driving is required, with a vehicle provided for job-related travel. The Technician will work outdoors in various weather conditions and near or in water.

### Eligibility

- Must be a Canadian Citizen, Permanent Resident or have Refugee Status; and be legally entitled to work according to the relevant provincial legislation and regulations. International students are not eligible.
- Valid Level 1 Occupational First Aid, or willing to obtain
- Valid Class 5 B.C. driver's license, with a clean driving record (3 year abstract and claims history required)
- Depending on funding for this position, the successful applicant(s) may also have to be:
  - a current post-secondary student; and/or
  - between the ages of 15-30 years of age at the start of employment

### Other Requirements

- Positive, energetic, flexible team player who is self-motivated and comfortable working unsupervised
- At least one year of post-secondary education in a related field (education, communications, environmental science or similar)
- Passion for, and preferably some knowledge of, environmental conservation and knowledge of invasive species
- Confident in public speaking and engagement, with preference for experience working with youth or community groups
- Excellent oral and written communication and social media skills; experience with social media and website content is an asset
- Proficient with GPS, mapping and navigation
- Willing and able to work long hours outdoors in variable field conditions
- Successful completion of a criminal record check

### About CKISS

*We are a non-profit society with a mission to protect our ecosystems and communities by preventing and reducing the harmful impacts of invasive species. Our small team, along with our Board of Directors, actively works to create a collaborative, respectful (and fun) work environment. We encourage all qualified applicants to apply, and we are committed to a fair hiring process that provides equitable and inclusive employment opportunities.*

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**HOW TO APPLY:** Full application instructions are available at [www.ckiss.ca](http://www.ckiss.ca)

**Deadline to apply: Feb 23, 2025\***

*\*Apply early! Applications will be reviewed as they're received. Positions may be filled prior to the deadline if an appropriate candidate is found. Only candidates selected for an interview will be contacted. We thank all applicants for their interest.*