

Central Kootenay Invasive Species Society



Job Opportunity: Engagement Assistant

Number of open positions: 1

Wage: \$28.21/hour

Term: May 4 – August 28, 2026

Hours: Full-time, 36 hours per week

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

Duties and Working Conditions

The Engagement Assistant will support the Engagement Program with invasive species education and outreach programs, and potentially support the Operations and Aquatics Program with invasive species management activities.

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 engagement activities, and supporting virtual and in-person events like webinars, workshops, and presentations.

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 and sign installation. Extensive driving is required, with a vehicle provided for job-related travel.

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 Transport Endorsement certification
- 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, 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. CKISS is an equal opportunity organization and will not allow discrimination based upon age, ethnicity, ancestry, gender, national origin, disability, race, size, religion, sexual orientation, socioeconomic background, or any other status prohibited by applicable law.

HOW TO APPLY: Full application instructions are available at www.ckiss.ca

Deadline to apply: Feb 23, 2026*

**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.*