



BUILD A CITY. BUILD A FUTURE.



Community Services Assistant 3 – Urban Forest Stewardship

*As one of the fastest growing cities in Canada, City of Surrey is a globally recognized leader in building vibrant, sustainable communities through technology and innovation. City of Surrey employees are talented innovators, inspired by meaningful work and the opportunity to drive our city—and their careers—forward. **Build a City. Build a Future at the City of Surrey***

SCOPE

We are looking for a keen, flexible and collaborative individual to join our dynamic Urban Forest Stewardship team, dedicated to engaging the community in caring for Surrey's trees and natural areas. Share your passion for nature as you plan and deliver environmental stewardship programs for volunteers, the public, schools and diverse community groups.

Schedules will vary and will be dependent upon programming needs. Regular weekend work will be required.

EMPLOYMENT STATUS

Union - CUPE Local 402 – Auxiliary

RESPONSIBILITIES

You will work as part of a team to plan, organize and deliver environmental education and stewardship programs and events such as Releaf tree planting, invasive plant removal, tree care, outreach events and nature walks.

You will:

- Establish and maintain effective working relationships with program participants, volunteers, staff and the public.
- Demonstrate effective communication and interpersonal skills in delivering environmental stewardship messaging to the public, program participants, teachers and school groups, as well as liaising with park partner groups.
- Draw on your knowledge of common native and invasive plants in Surrey as you direct and supervise participants at invasive plant removal and tree planting activities.
- Demonstrate strong leadership ability as you provide direction to volunteers and junior staff.
- Ensure safety is always the top priority, and safety protocols are followed.
- Work effectively both independently and in a team setting.
- Assist in the development and distribution of promotional and educational materials.
- Load and set up tools and event equipment, load and lay out plants for planting.
- Keep tools and equipment in good working order.
- Drive a City truck, sometimes pulling a small utility trailer.
- Carry out various administrative duties and assist with other urban forest stewardship and education projects.
- Have the physical coordination and stamina necessary to carry out the duties of the position in various weather conditions.

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QUALIFICATIONS

- Completion of Grade 12 and some post-secondary education from a recognized institution, supplemented by 2 years related experience including supervision in cultural work or area of specialty or an equivalent acceptable combination of training and experience.
- Valid Class 5 Driver's License with a safe driving history.
- Emergency First Aid Certificate and CPR C Certificate.

OTHER INFORMATION

- Pay Grade: Schedule D
- Hourly Rate: \$ 26.29
- This position requires completion of a Police Information Check with Vulnerable Sector Check.

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