



Student - Seasonal Jobs

Maitland Conservation – Falls Reserve Conservation Area

The Maitland Conservation is currently accepting applications for student summer and seasonal positions at Falls Reserve Conservation Area. Positions involve being a member of our team with a range of duties including park maintenance, gatehouse functions, and compliance patrols. Positions start as early as April through to October.

Falls Reserve Conservation Area is a 230-acre property situated in the lower Maitland River valley and consisting of 170 campsites with both seasonal and transient overnight camping and day-use amenities.

Maitland Conservation is a community-based organization providing leadership to protect and enhance local water, forests and soil. Our area of jurisdiction covers the watersheds of the Maitland, Nine Mile and Eighteen Mile Rivers, and smaller watersheds along the Lake Huron shoreline.

Why Join Our Team:

Seasonal staff play an important role in the operations of our Conservation Area by helping to ensure our visitors enjoy high quality, safe outdoor experiences.

Seasonal position benefits include:

- The opportunity to work outdoors in a beautiful natural setting
- A first step towards a conservation or environmental career goal
- Valuable job-related experience and skills working in a Conservation Area
- Free access to many Conservation Areas throughout Ontario
- The potential to return the following season with a wage increase or in a different position
- Opportunity to work up to 37.5 hours per week through July and August
- Comprehensive health and safety training.

All successful applicants must have their own Green Patch CSA approved safety boots, be able to work outdoors in all weather conditions and be available to work the duration of the season.

Location: Falls Reserve Conservation Area – 80900 Falls Reserve Line, Benmiller, ON

Expected Start Date: as early as April 25, 2025

Job Description:

Student summer and seasonal positions report to the Falls Reserve Conservation Area Superintendent(s) and will be engaged in customer service, point-of-sale transaction admissions and maintenance of Falls Reserve trails, campsites and grounds, as well as the cleaning of buildings and facilities.

What you'll do:

- Support the clean and safe operations of Falls Reserve Conservation Area and facilities for visitors.
- Ensure exceptional customer service by providing friendly, professional and knowledgeable interactions with visitors.
- Perform camping and day-use admissions, merchandise sales, payments and transactions using point-of-sale processes.
- Provide general clerical support as required.
- Undertake general cleaning functions including garbage collection, cleaning of washrooms, building spaces etc.
- Basic grounds maintenance and campsite clean-up as required. Use various grounds and landscaping tools and equipment to conduct the work; perform safety inspections of equipment prior to use.
- Assist with parking control duties as required adhering to all safety protocols.
- Assist with monitoring visitor compliance to park rules through patrols of the Conservation Area.
- Maintain knowledge of site and facility programs.
- Identify and report any hazardous site conditions. Ensure that staff and visitors do not encounter unsafe areas, materials, or equipment.
- Participate in regular safety meetings including tailgate meetings, hazard identification and emergency planning.
- Undertake other duties as assigned to support Maitland Conservation activities.

What will you need to succeed:**Education (degree/diploma/certifications)**

- Minimum: pursuing a high school diploma or equivalent
- Working towards a post-secondary diploma or degree
- Valid Ontario Class G2 driver's license is an asset
- Standard First Aid and CPR

What will you need to succeed:**Competencies (Knowledge/Skill/Ability)**

- Self-motivated and able to work with minimal supervision
- Strong health and safety aptitude

- Ability to communicate effectively with good judgment and courtesy
- Strong people skills and experience working with the public
- Ability to maintain and keep accurate records and notes
- Basic computer proficiency in MS Office suite as well as our online booking software and use of point-of-sale (POS) processes
- Required to lift or carry objects that could weigh up to 20 kg (45 lbs.)
- Must be flexible to work all required shifts, including weekends and holidays

Working Circumstances:

- Working hours will vary (day and evening shifts) and will include weekends and holidays.
- Outdoor work with the possibility of some adverse conditions (i.e. rain, insects, rough terrain) will also be required.

Wage Rate: \$17.20 per hour to start

Benefits: Eligibility to enroll in the OMERS pension plan.

How to Apply: Apply by email with a cover letter and resume to Jason Moir, FRCA Park Superintendent at jmoir@frca.on.ca . Please submit email applications in Microsoft Word or .pdf format and indicate “FRCA Seasonal Jobs” in the subject line.

Application Deadline: February 28, 2025, by 4:00 p.m. EST

We thank all applicants for their interest, however, only those selected for an interview will be contacted.

Maitland Conservation is an equal opportunity employer. Personal information provided is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act.

Accommodation will be provided in all parts of the hiring process as required under the Accessibility for Ontarians with Disabilities Act (AODA), Integrated Accessibility Standards Regulation. Applicants are asked to make their needs known in advance. Please note that this position requires work in natural areas. Some sections of Maitland Conservation’s properties are not accessible to visitors with mobility impairment.