



## **Student Summer and Seasonal Positions Maitland Conservation – Falls Reserve Conservation Area**

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, park gatehouse functions, and park rule compliance patrols. Positions start as early as April 17<sup>th</sup> through to October 16<sup>th</sup>.

Falls Reserve Conservation Area is a 230-acre outdoor recreational property situated in the lower Maitland River valley. The park features 170 campsites with both seasonal and transient overnight camping and day use amenities. Falls Reserve is known for its exceptional fishing opportunities along the Maitland River and has an onsite stocked trout pond. Falls Reserve has a reputation for providing excellent customer service and clean washrooms and 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 wage incentives or in a different position
- Opportunity to work up to 37.5 hours per week through July and August
- Comprehensive health and safety training, WHMIS, and onsite job training, along with safe use of equipment training
- Maitland Conservation uniform shirts/pants provided

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

**Anticipated Start Dates:** as early as April 17<sup>th</sup> through to May 8<sup>th</sup>, 2026

**Job Description:**

Student seasonal and summer positions report to the Falls Reserve Conservation Area Superintendent(s) and will be engaged in a variety of tasks at the Conservation Area including customer service, point-of-sale transaction admissions, issuing camp and day use permits and maintenance of trails, campsites, grounds, as well as the cleaning of washrooms, buildings and facilities.

**What you'll do:**

- Support the clean and safe operations of Falls Reserve Conservation Area grounds, buildings and facilities for visitors.
- Ensure exceptional customer service by providing friendly, professional and knowledgeable interactions with visitors.
- Maintain knowledge of site and facility programs.
- Clearly communicate Conservation Area rules and regulations to visitors.
- 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.
- Identify and report hazardous site conditions. Take preventive measures to safeguard staff and visitors from encountering 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.

**Maintenance Worker Duties**

- Undertake general cleaning functions including garbage collection, cleaning and disinfecting public washrooms and showers, building spaces, campsite areas, etc.
- Basic grounds maintenance and campsite clean-up as required. Use various grounds and landscaping tools and equipment to complete assigned tasks. Conduct safety inspections of equipment prior to use. Operate a variety of equipment including, but not limited to zero-turn mower, side-by-side, EV carryall, gas trimmers and pruners.
- Assist with gatehouse operations involving camping and day use admissions including merchandise sales, payments and transactions using point-of-sale processes, issuing day-use and campsite permits, collecting permit fees, booking of campsites and day-use rentals.
- A valid Ontario class G2 driver's license required in the maintenance position.

## **Gatehouse Attendant Duties**

- Perform camping and day use admissions, merchandise sales, payments and transactions using point-of-sale processes, issuing day-use and campsites permits, collecting permit fees, booking of campsites and day-use rentals.
- Provide general clerical support as required.
- Maintain daily receipts and complete daily shift deposits.
- Provide customer service in person, online and by phone, including the courteous handling of complaints and providing information on park operations, facilities and services.
- Keep Park Superintendent up to date on reservations, issues and complaints.
- Perform opening and closing of gatehouse.
- Assist with day-to-day janitorial maintenance duties such as cleaning and disinfecting public washrooms and showers, collecting garbage, and other maintenance duties assigned.
- 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
- Standard First Aid and CPR is an asset
- Valid Ontario Class G2 driver's license - minimum requirement in maintenance worker duty roles

## **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
- Knowledge and understanding of the safe operation and use of vehicles, equipment and power tools
- 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.)

**Working Circumstances:**

- Working hours will vary (day and evening shifts) and will include weekends and holidays with work schedule provided.
- Working shifts are typically 7.5-hour workdays up to 37.5 hours/week.
- May be required to adjust working hours to facilitate park operation needs.
- Outdoor work with the possibility of some adverse conditions (i.e. rain, cool or warm outdoor conditions, insects, rough terrain) will also be required.
- Must be available to work all required shifts, including weekends and holidays.
- Must be available to work for the duration of the season.
- Must have own Green Patch CSA approved safety boots.

**Wage Rate:** \$17.60 per hour to start

**Benefits:** Eligibility to enroll in the OMERS pension plan.

**How to Apply:** Please submit a cover letter and your resume by email in single PDF(.pdf) file with FRCA Student Seasonal Jobs in the subject line to:

Jason Moir, Park Superintendent - Falls Reserve Conservation Area  
Maitland Conservation  
Box 127, 1093 Marietta Street  
Wroxeter, Ontario, NoG 2X0  
Email: [jmoir@frca.on.ca](mailto:jmoir@frca.on.ca)

**Application Deadline:** February 27, 2026, by 4:00 p.m. EST

We thank all applicants for their interest, however, only those selected for an interview will be contacted. We will accommodate the needs of the applicants in accordance with the Ontario Human Rights Code and Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment process. Please advise us of your needs to ensure your accessibility requirements are accommodated.