



Maintenance Patrol/Security Officer – Seasonal Position Maitland Conservation – Falls Reserve Conservation Area

Maitland Conservation is accepting applications for a seasonal Maintenance Patrol/Security Officer at Falls Reserve Conservation Area. This position involves being a member of our team with a range of duties including park maintenance, gatehouse functions and monitoring visitor compliance of rules through regular patrols. The position starts as early as April 15, 2026, through to October 15, 2026.

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 Date: as early as April 15, 2026

Job Description:

The **Maintenance Patrol/Security Officer** seasonal position reports to the Falls Reserve Conservation Area Superintendent(s) and is responsible for monitoring visitor compliance with park rules through regular patrols of the Conservation Area campground and day use areas. The position will be engaged in regular foot and vehicle patrols of the Conservation Area to promote visitor and camper compliance of park rules. This position will also assist with customer service, point-of-sale transactions and admissions along with assisting in general maintenance operations of Conservation Area trails, campsites, and grounds, as well as cleaning of buildings and facilities. As well as other tasks as assigned.

What you'll do:

Responsibilities and Duties

- Support the clean and safe operations of Falls Reserve Conservation Area grounds, buildings, vehicles and facilities for visitors.
- Ensure exceptional customer service by providing friendly, professional and knowledgeable interactions with visitors.
- Undertake day-to-day custodial functions including garbage collection, cleaning and disinfecting public washrooms and showers, building spaces, campsite areas etc., which may include minor building and plumbing repairs.
- Safely operate a variety of equipment including but not limited to vehicles (pick-up truck, zero turn mower, UTV side-by-side, EV Club Car Carryall) and power equipment (gas trimmers and pruners). Operate vehicles and equipment in accordance with MVCA policies and safe workplace procedures including performing daily circle check safety inspections prior to use.
- Perform gatehouse operations including camping and day use admissions, 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.
- Perform regular foot and vehicle patrols of the campgrounds and day-use areas to monitor visitor compliance of park rules and regulations to safeguard the Conservation Area and other park patrons.
- Clearly communicate Conservation Area rules and regulations to visitors. Deal with potentially upset customers, defuse and calm any problems, direct visitors to leave and/or potentially evicting from the Conservation Area.
- Perform parking control duties as required adhering to all safety protocols.
- Maintain knowledge of site and facility programs.

- 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.
- Assist with grounds maintenance including grass cutting, trimming, soil alteration and other work. Use various grounds and landscaping tools and equipment to complete assigned tasks. Conduct safety inspections of equipment prior to use.
- Assist the Park Superintendent's with mentoring of seasonal staff under FRCA operations. Work according to policies and always lead by example.
- 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 in law enforcement or security, natural resources, parks or related discipline
- Conservation Ontario - Level 1 Provincial Offences Officer Training Course or Security Licence
- A valid Ontario class G driver's license required in the maintenance position
- Standard First Aid and CPR
- Valid Ontario Class G driver's license
- A clean criminal reference and judicial matters check

What will you need to succeed:

Competencies (Knowledge/Skill/Ability)

- Self-motivated and able to work independently 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 manage conflicts and use de-escalation skills to resolve conflict situations
- 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
- Understanding of the Conservation Areas Regulations – Ontario Regulation 688/21

- Adaptable knowledge of the Trespass to Property Act – R.S.O. 1990. Chapter T.21
- Required to lift or carry objects that could weigh up to 20 kg (45 lbs.)
- An ability to lead casual staff, seasonal workers and volunteers

Working Circumstances:

- Working hours vary and will typically include evening shifts as well as weekends and holidays. A work schedule will be provided.
- Shifts are typically a 7.5 hour workday 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.
- You must be available to work all required shifts, including evenings, 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: \$20.48 - \$23.25 per hour

Benefits: Eligible 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 Patrol/Security Officer – Seasonal Position 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

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.