

Peninsula Streams Society - For immediate hire

Position: BEACH Education Programs Coordinator

The successful candidate will coordinate our BEACH Education programs, including forage fish citizen science monitoring and beach clean-ups, as well as provide support for other activities including fieldwork, administration and our other environmental education programs. Peninsula Streams Society is one of the leading environmental restoration and education ENGOs in Greater Victoria <http://peninsulastreams.ca/>

For more about our BEACH (BEACH Education and Conservation of Habitat) Program: <https://peninsulastreams.ca/beach-program/>

Primarily, the successful candidate will:

1. Coordinate the Greater Victoria forage fish egg surveying network and the day to day operation of the BEACH Education program, including volunteer management, outreach, and communication, sample analysis, data entry, and training.
2. Train and supervise volunteers in the forage fish egg surveying methodology (citizen science)
3. Engage in public outreach and relationship-building, and serve as a supporting link between PSS, the volunteer network, and the B.C. forage fish egg monitoring network
4. Update and maintain forage fish egg survey data.
5. Support the planning and delivery of volunteer events and work parties
6. Deliver Gr. 3 and Gr. 6 education programs
7. Support other fieldwork activities, including riparian and stream restoration, planting, invasive species removal, water quality monitoring, etc.
8. Fundraise, primarily grant-writing and reporting
9. Provide office and administrative support

Qualifications and Experience

- Completion of or current enrollment in 3rd or 4th year of natural sciences, biology, geography, or related field
- Possession of Class 5 drivers license and reliable access to vehicle
- Strong project coordination and organization skills, including workload management.
- Experience teaching and/or presenting to groups of people, including youth and children. This can include teaching at summer camps and the like.
- Experience working with volunteers and interdisciplinary teams.
- Ability to work independently and effectively manage a variety of tasks.
- Experience with data collection, management, and reporting is an asset.
- Experience in science communication is an asset.
- Basic proficiency with IT tools, such as Google Workspace, MS Office
- Experience with microscope work is an asset.

- Social media and communications experience is an asset.
- Must be physically able to carry equipment and supplies in various weather conditions
- This position may be funded partially through granting agencies that have age and/or school enrollment requirements (i.e. under 30 years of age, currently enrolled in a program). However, this is NOT a requirement as our priority is finding a candidate who will be a good, long-term fit for our organization.

Anticipated start date: April 2022

How to apply

Please send your resume and cover letter demonstrating your experience as it relates to the job requirements to PeninsulaStreams@gmail.com

- Use "BEACH Education Programs Coordinator" as the subject line.
- Attach a single PDF file for your one-page cover letter and your resume – name it your first and last name (e.g. John Smith.pdf).
- The cover letter should express why you are interested in this position and clearly outline how you meet the required qualifications.

We thank all applicants but only those receiving an interview will be contacted.

Application deadline: April 15, 2022 at 11:59 PM (PST), though the position will be filled as soon as an eligible candidate is found.



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