

Your Connection to Wildlife

As one of Canada's largest not for profit leaders in wildlife conservation, research, and advocacy, we are seeking to fill the following position...

JOB TITLE: Gardener

DIRECTLY RESPONSIBLE TO: Director of Operations

Main Purpose

The Canadian Wildlife Federation is seeking a horticultural student or experienced gardener to maintain our demonstration garden in Kanata. We are a national non-governmental conservation organization and use the garden to demonstrate wildlife-friendly gardening with a focus on native plants. The garden includes several perennial and shrub beds with treed areas scattered throughout.

Primary responsibilities include the maintenance of existing plants and beds (planting, transplanting and subsequent watering; weeding; mulching; and monitoring/addressing pest damage) as well as some enhancement projects. There may be opportunity to assist with research, writing and/or uploading data to our www.wildaboutgardening.org website.

Key Responsibilities

- Create and build upon existing lists of relevant groups to contact such as horticultural societies, field naturalist clubs, botanical gardens, community garden associations etc.
- Contact these groups and highlight our relevant programs and resources that could be of assistance to them as well as look for opportunities for partnering and cross promotion.
- Follow up with any groups who wish to have an outdoor space certified through CWF's habitat certification program.

Eligibility:

Canada Summer Jobs Program Criteria:

- In order for candidates to be considered, they must meet the criteria set by the Canada Summer Jobs funding program:
- Have been registered as full-time students in the previous academic year and intend to return to school on a full-time basis in the next academic year;
- Be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act;
- Be between 15 and 30 years of age at the start of employment; and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations.

Experience / Skills / Knowledge

- Interpersonal skills and an ability to efficiently organize information.
- Valid Driver's license
- Excellent communication skills
- Familiar with general tools
- College or university courses in communications, environmental, wildlife or horticultural studies.
- Interpersonal skills and an ability to efficiently organize information.

Location:

Head office located in Kanata, Ontario.

Length of Contract

The anticipated start date for this Summer Student position is May 8, 2018 for a total of 16 weeks.

Rate of Pay:

The hourly wage for this position is \$14.00/hour

Offer of employment is conditional upon the Canadian Wildlife Federation receiving funding for the Canada Summer Jobs Program as well as confirmation of credentials.

Interested and qualified applicants are encouraged to submit their resume to careers@cwf-fcf.org by **April 22th, 2018**. Please quote position title that you are applying for in the subject line of your email. Only those candidates selected for an interview will be contacted.

We thank you for your interest in the Canadian Wildlife Federation.

AODA Statement for Offer of Employment

Canadian Wildlife Federation “CWF” is committed to accessibility and to protecting the human rights of its employees. In support of this aim, CWF has implemented an accommodation process that provides accommodations for employees with disabilities. CWF will accommodate employees with disabilities up to the point of undue hardship.

The accommodation supports available to employees are laid out in our Accommodation Policy. If your acceptance of the terms and conditions of this Offer of Employment necessitates a specific accommodation because of a disability or a medical need, please contact the Human Resources Department. This ensures that the appropriate accommodations are in place before you begin your employment. Do not hesitate to reach out to the Human Resources Department if you require an accommodation related to a disability or a medical condition at any point during your employment with CWF.