



Junction Creek Stewardship Committee Inc.
30 Ste. Anne Rd, #B4
Sudbury Ontario, P3C 5E1
T: (705) 525-8736 F: (705) 674-7939
E: info@junctioncreek.com
W: junctioncreek.com
Charitable #: 801685611RR0001

Comité d'intendance du ruisseau Junction
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Employment Opportunity

Water Stewardship Assistant

Sudbury, Ontario

Term: 8-9 weeks, summer youth position with possibility of extension (*dependent upon external funding*)

Remuneration: \$17.20-\$22/hr, 35hr/week

Anticipated start date: Between June 30th and August 30th, 2025

GENERAL DESCRIPTION

The Junction Creek Stewardship Committee (JCSC) is seeking a passionate, reliable, and self-motivated **Water Stewardship Assistant** to support water stewardship and youth nature programs for the Junction Creek watershed. The position is located in Greater Sudbury/ N'Swakamok, offering a unique opportunity to empower community action, gain hands-on experience in environmental conservation, and make a positive impact.

RESPONSIBILITIES

The **Water Stewardship Assistant** will assist with coordinating and delivering educational programs that focus on water stewardship and the protection of the Junction Creek watershed. The role will involve direct interaction with youth, community members, and partners, helping to engage and inspire action in local environmental initiatives.

The **Water Stewardship Assistant** will be primarily responsible for water stewardship programs but will also have the opportunity to assist with other tasks related to field research and community events.



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Specific duties will include:

- Coordinating and delivering environmental stewardship and educational programs that engage youth in activities connected to nature, local environmental concerns, and water stewardship in the Junction Creek watershed.
- Public outreach and community engagement at events. Promoting watershed stewardship and JCSC program initiatives through presentations, workshops, and social media.
- Assisting with watershed stewardship and restoration programs, including monitoring water quality and implementing conservation initiatives for Junction Creek.
- Assisting with data collection, data entry, environmental research, and monitoring programs for Junction Creek, as needed.
- Planning, organizing, and managing daily assigned work. Completing tracking sheets, reports, taking photographs, and keeping detailed records of activities.
- Attending meetings, conducting administrative duties, and assisting with other project-related tasks as required.

ASSET SKILLS AND EXPERIENCE

- Field of study, passion, or experience related to nature, science communication, or environmental stewardship preferred.
- Knowledge of Sudbury's wildlife and watershed conservation issues are an asset.
- Enjoy working outdoors, rain or shine.
- Excellent communications and presentation skills with people of all ages.
- Bilingual, with oral and written fluency in French is an asset.
- Personable, with good interpersonal skills, a positive attitude, and able to work within a team environment.
- Self-motivated and strong work ethic.
- Organized and resourceful with a demonstrated ability to time-manage and appropriately prioritize projects.
- Working knowledge of Microsoft Office (Word, Excel, and PowerPoint), Microsoft Teams.
- Able to work occasional weekends and weekday evenings.
- First Aid and CPR training is an asset.
- Able to provide educational programs following health and safety protocols.



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ELIGIBILITY

This position may be funded by government youth employment initiatives which require candidates to be:

- between 15 and 30 years of age at the beginning of the employment period
- a Canadian citizen, permanent resident, or person on whom refugee protection has been conferred under the Immigration and Refugee Protection Act; and
- legally entitled to work in Canada in accordance with relevant provincial legislation and regulations.

Please indicate in your application if you meet these criteria.

DIVERSITY, EQUITY, INCLUSION, AND BELONGING

Healing the lands and waters of Junction Creek is strengthened by and requires contributions of people of diverse backgrounds, heritage, experiences, knowledge, and identities. JCSC values the diversity of the people we employ and work with. We strive to promote equity, diversity, inclusion, and belonging in our workplace and foster inclusive, barrier-free selection and appointment processes and work environments. Therefore, we encourage applications from all qualified individuals.

TO APPLY

To apply, please send a cover letter and resume to jobs@junctioncreek.com. Applications must be received by **11:59 pm EST, February 28th, 2025**. Please submit your application as a **single PDF document** labelled '**Your first name_Your last name**' and include in the email **subject heading "Water Stewardship Assistant"**.

We thank you for your interest and for applying. However, please note that only individuals selected for an interview will be contacted. If contacted in relation to this position, please advise JCSC in a timely fashion of any accommodation measures needed to enable you to be assessed in a fair and equitable manner. Information received relating to accommodation measures will be addressed confidentially.