



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 **Environmental Education & Outreach Program Coordinator** Sudbury, Ontario

Term: 8-16 weeks, summer youth position with possibility of extension (*dependent upon external funding*)

Remuneration: \$17.60-\$23/hr, 35hr/week

Anticipated start date: between April 20th and June 29th, 2026

GENERAL DESCRIPTION

The Junction Creek Stewardship Committee (JCSC) is seeking a passionate, reliable, and self-motivated **Environmental Education & Outreach Program Coordinator** to work alongside the Junction Creek Stewardship team to assist with environmental stewardship, educational programs, outreach, and youth nature programs for the Junction Creek watershed. The project will be completed in collaboration with community partners, local experts, and Knowledge Holders, and will involve various educational programs such as Bug Search, Watershed & Stream Health, community science, and more.

RESPONSIBILITIES

The **Environmental Education & Outreach Program Coordinator** will help coordinate and deliver interactive programs, outreach material, and community stewardship activities for the Junction Creek watershed. This position offers a unique opportunity to raise environmental awareness and gain hands-on experience in communications and education.

The **Environmental Education & Outreach Program Coordinator** will primarily be responsible for assisting with environmental education and outreach but will also have the opportunity to assist with other tasks related to field research and environmental stewardship projects.



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Specific duties will include:

- Coordinating and delivering environmental stewardship and educational programs, presentations, and outreach to engage the community and youth in environmental conservation and stewardship.
- Assisting with public outreach and community engagement at events, ensuring effective promotion of watershed stewardship and JCSC program initiatives.
- Engaging with community members and partners to promote programs, answer questions, and ensure inclusivity in all outreach efforts.
- Attending meetings, conducting administrative duties, and assisting with other project-related tasks as required.
- Researching and developing resources and graphics about stewardship programs and stream health.
- Planning, organizing, and managing daily assigned work, ensuring timely completion of tasks. Completing tracking sheets, reports, and maintaining detailed records of activities.
- Assisting with data collection, data entry, environmental research, and monitoring programs for Junction Creek, as needed.

ASSET SKILLS AND EXPERIENCE

- Field of study, passion, or experience related to nature, science communication, or teaching preferred.
- Knowledge of Sudbury's wildlife and watershed conservation issues are an asset.
- Excellent oral and written communication skills.
- 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.
- Bilingual, with oral and written fluency in French and English is an asset but not required.
- Enjoy working outdoors, even in adverse conditions.
- Physically fit and able to endure hiking outside in rough terrains, variable weather conditions, and with exposure to biting and stinging insects.
- Able to work occasional weekends and weekday evenings.
- Valid Class G Driver's Licence with clean driving record is an asset.
- First Aid and CPR training is an asset.
- Able to provide stewardship and restoration 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

We recognize the inherent agency and stewardship of Mother Nature, and value the power of diverse people and perspectives working together to conserve, restore, and care for our shared environment. 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, 2026**. Please submit your application as a **single PDF document labelled 'Your first name_Your last name'** and include in the email **subject heading "Environmental Education Coordinator"**.

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.