

BUILD A CITY. BUILD A FUTURE.



Community Services Assistant 2 – Stewardship Program Leader

As one of the fastest growing cities in Canada, City of Surrey is a globally recognized leader in building vibrant, sustainable communities through technology and innovation.

*City of Surrey employees are talented innovators, inspired by meaningful work and the opportunity to drive our city—and their careers—forward. **Build a City. Build a Future at the City of Surrey***

Scope

Join our Urban Forestry Stewardship team, dedicated to engaging the community in caring for Surrey's trees and natural areas. We are looking for enthusiastic, committed and flexible individuals to be our next Stewardship Program Leaders who will support environmental stewardship programs and initiatives including Releaf tree planting, invasive plant removal, Environmental Extravaganza public events and more.

Schedules will vary and will be dependent upon programming needs. Regular weekend work will be required.

Employment Status

Union - CUPE Local 402 - Auxiliary

Responsibilities

As a Stewardship Program Leader, you will work as part of a team to deliver and assist with environmental education and stewardship programs and events with volunteers, schools, community groups and the general public.

You will:

- Establish and maintain effective working relationships with program participants, volunteers, staff and the public.
- Demonstrate effective communication and interpersonal skills in delivering nature education messaging.
- Direct and supervise participants at invasive plant removal and tree planting activities.
- Ensure safety protocols are followed.
- Assist with loading plants and equipment, plant layout, and other event set-up.
- Keep tools and equipment in good working order.
- Drive a City truck, sometimes pulling a small utility trailer.
- Work independently and in a team setting.
- Provide administrative and marketing support, and assist with various other urban forest stewardship and education projects, as time allows.
- Have the physical coordination and stamina necessary to carry out the duties of the position.
- Performs other job related duties as required.

Qualifications

- Completion of grade 12 supplemented by 1 year of relevant experience, or an equivalent acceptable combination of training and experience.
- Occupational First Aid Level One Certificate or acceptable equivalent.
- Valid Class 5 BC Driver's license with a safe driving history.

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This position requires completion of a Police Information Check/Vulnerable Sector Check. Successful applicants must provide proof of qualifications and complete a Drivers Abstract Report.

Please note: All City of Surrey employees are required to provide proof of COVID-19 vaccination to the City of Surrey. Employees without proof of vaccination are required to participate in the City's Rapid Testing Program and are responsible for all associated costs.

Learn more about the [Employee, Volunteer and Contractor COVID-19 Vaccination Policy](#).

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