



General Field Technician (Environmental Program Coordinator) – Contract/Seasonal

SSEA Overview: The Severn Sound Environmental Association (SSEA) is a community success story. As a delisted Great Lakes Area of Concern, the SSEA is committed to leading and galvanizing action to protect the lands and waters of the Severn Sound area through sound science, collaboration, and partnerships. The SSEA is a Joint Municipal Service Board under the Municipal Act that proudly serves seven municipalities in the Severn Sound watershed area (www.severnsound.ca).

Why join the SSEA: As part of the SSEA Team you will have the opportunity to work in this beautiful watershed and make a positive impact on improving and protecting water quality and supporting a more resilient Severn Sound watershed. You will be part of a passionate expert team committed to keeping Severn Sound healthy for the next generation and beyond.

What SSEA offers you: The SSEA is proud to be an OMERS employer and is committed to being a diverse inclusive organization. This position is based 5 min from Georgian Bay in Port McNicoll Ontario within the heart of cottage country with amazing 4 season recreation opportunities. Apply to learn more!

Position Overview:

One (1) General Field Technician position. In this position you will play a vital role in supporting SSEA's dynamic monitoring programs. You'll be at the forefront of our citizen science and habitat initiatives, tackle invasive species challenges, and contribute to our essential climate and water quality monitoring efforts. This position is perfect for someone looking to develop their skills while working with accomplished experts, offering a unique chance to make a tangible impact on environmental conservation and community engagement.

****Position, start date, wage and term are dependent on funding approval.****

Start Date: Between April 20th and May 10th, 2026

End Date: No later than August 29th, 2026

Wage: \$17.66 per hour

Employment Type: Contact/Seasonal Full-time

Hours of Work: 35 hours per week with some hours required on weekends and evenings. (These hours are scheduled in advance whenever possible.)

Work Location: 489 Finlayson St., Port McNicoll

Key Responsibilities:

- Assist with identification and become familiar with biology of local plants and animals
- Assist with all field work related to climate and water quality monitoring (e.g., accurate data recording, use of technical equipment, record keeping etc.)
- Support SSEA citizen science programs by delivering activities, training participants, and engaging diverse age groups.
- Contribute to communication materials such as fact sheets, web and social media content, reports, presentations, newsletters, and media releases.
- Represent SSEA at community events and stewardship initiatives, helping to promote SSEA programs.
- Assist with volunteer recruitment and help facilitate meetings, events, and training sessions.
- Support data management and reporting for citizen science and monitoring programs, including sharing results with participants and partners.

- Organize and maintain files, including photo archiving, data entry, graphing, and record organization.
- Support other SSEA programs by assisting with field monitoring, invasive species management, and habitat surveys, and by helping implement habitat creation and improvement projects, including coordinating volunteers for site preparation and planting activities.
- Participate in weekly meetings and write a final report, summarizing project activities
- Perform other duties as required to support SSEA operations.

Qualifications & Key Skills:

- Post secondary education (completed or in progress) in environmental science, natural resources, biology, ecology, or related fields.
- Experience with fieldwork, including accurate data collection and use of technical equipment.
- Able to work outdoors in all weather, on land and water; physically able to lift equipment and work on boats.
- Strong problem solving skills; able to work independently and collaboratively.
- Reliable, with a flexible schedule (occasional evenings/weekends).
- Proficient with computer applications such as Zoom, Word, Excel, and PowerPoint.
- Comfortable working with volunteers; strong written and verbal communication skills.
- Highly organized and detail oriented.
- Valid Ontario Class G driver's licence.
- Assets: First Aid/CPR, WHMIS, OBBN certification, Pleasure Craft Operator Card, boat operation experience, and knowledge of local invasive species.
- **Must be 30 years of age or under as of contract start date**

*Note: Please be advised that the successful incumbent will be required to undergo a vulnerable sector and drivers abstract check. SSEA offers comprehensive health and safety training.

Submission Information:

Qualified candidates are invited to submit a resume and cover letter demonstrating how you meet the position requirements. Resumes and cover letters submitted via email must be in PDF format and include "**General Field Technician**" in the subject line.

Resumes and cover letters should be submitted, preferably electronically, by **4:00 p.m. on March 8th, 2025**, and be clearly marked to:

Human Resources
 Severn Sound Environmental Association
 489 Finlayson St
 PO Box 460
 Port McNicoll ON L0K 1R0
 Email: sseainfo@severnsound.ca

We thank all applicants for your interest in the Severn Sound Environmental Association. **Only those candidates selected for an interview will be contacted.** For more information about our organization please visit www.severnsound.ca

The Severn Sound Environmental Association is dedicated to recognizing the dignity and worth of every person and to provide equal rights and opportunities without discrimination. We see diversity and inclusion as integral to our mission and key to ensuring the well-being of our employees and the clients that we serve.

The Severn Sound Environmental Association is committed to a barrier-free recruitment and selection process. Please inform us should an accommodation be required at any point in the recruitment process. Information received relating to accommodation needs of applicants will be addressed confidentially. Personal information collected will only be used for candidate selection, in accordance with the Municipal Freedom of Information and Protection of Privacy Act R.S.O., 1990, c.M.56.