



Mission Environmental Stewardship Society is looking for a student to join our team this summer as a full-time Program Assistant. We are looking for a student with a passion for the environment who can assist us at community events with volunteers. This can include volunteer registration & recruitment or helping with children at our Litter Busters event. This position will also require some general office work such as filing & data entry.

TERM or SCHEDULE: We are hiring a student to work a contract term of 35 hours a week starting May 29th and ending August 13th, 2023. This position will require to work at events throughout various locations in the community including parks, farmer's market, Stave Lake & more. This position will generally cover work hours between 9AM to 5PM Tuesday – Saturday but may include the occasional Sunday. On occasion, remote work from home is possible.

WAGE: \$17 an hour plus 4% vacation pay. Mileage paid for vehicle use to events.

ELIGIBILITY:

- Must be between the ages of 15-30 years old due to funding requirements by the Government of Canada for “Canada Summer Jobs” program.
- Must be a student in a full-time program sometime during this 2023 year due to program funding requirements. High School students, university, college & trades programs are all eligible & encouraged to apply.
- be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act for the duration of the employment**
- have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations
- Must be available to work weekends between May 29th – August 13th, 2023.

QUALIFICATIONS:

While we do not require previous work experience, we are looking for candidates with a demonstrated ability in the following areas:

- Interest in environmental issues or currently studying in an environmental program
- Reliable transportation is a requirement due to working at various events in remote locations as at Stave Lake where there is no public transit.
- Experience as a volunteer or coordinating volunteers.
- Priority will be given to students located within Mission, BC.
- Customer service experience or general experience working with the public beneficial.
- Ability to work outdoors in all weather conditions at events.
- Must be able to lift objects up to 25 pounds to help with tent set up at events.
- Must be comfortable communicating & working with the general public.
- Must be comfortable working with kids aged 5-12 at our youth events.

- Any experience working with Microsoft word, websites such as Wix, or posting on social media for Instagram & Facebook would also be beneficial (but not required).

ABOUT US:

Mission Environmental Stewardship Society (MESS) is a registered environmental non-profit charity organization. We were originally known as Mission Adopt-a-Block Society until we changed our name in 2017 to represent a broader scope of programming. We strive to eliminate litter and illegal dumping within Mission, BC through environmental programming such as Adopt-a-Block, the School Litter Challenge, Group Cleanups, Litter Busters & more. We hope to inspire environmental leadership & stewardship within our community through education, awareness, and hands-on cleanup activities. We are an equal opportunity employer & will not discriminate against any job applicant for race, religion, ethnicity, mental health or physical disabilities.

To learn more about us, please visit our website <https://www.messociety.ca> or find us on social media @missionmess.

HOW TO APPLY:

Please email us your resume as a PDF or word document to info@messociety.ca with the subject "Student Job". We thank everyone who applies, but only shortlisted applicants will be contacted. Please no phone calls.