



# EMPLOYMENT OPPORTUNITY

## Summer Student

**LICA is seeking a qualified secondary student to fill an exciting and dynamic Summer Student position!** This position is expected to begin on June 3, 2024, for a duration of 13 weeks, working up to 32 hours per week.

The Summer Student is responsible for assisting the Program Coordinators in updating and delivering environmental education programs and carrying out environmental stewardship initiatives within the LICA region.

### KEY RESPONSIBILITIES:

**1. Assist in the planning, coordination, and facilitation of:**

- Environmental education and outreach initiatives including:
  - Summer youth programs
  - Citizen Science Programs
  - Riparian Health Campaign
  - Shoreline clean-ups
  - Other education and outreach activities such as community events and workshops

**2. Projects:**

- Assist with specific LICA projects, including:
  - Bonnyville Community Garden and Compost, including maintenance, harvesting, and monitoring
  - Develop biodiversity educational materials, including species at risk and invasive species
  - Develop an invertebrate identification booklet
  - Develop Community Compost Program

**3. General:**

- Attend conferences/workshops as directed
- Adhere to all Board policies and procedures, including specified deadlines
- Attend meetings as requested
- Assist with other office support as required
- Provide direction to volunteers as required

## QUALIFICATIONS:

- Secondary, College, or University Student
- Experience working with youth and children
- Strong interpersonal, communication, and presentation skills
- Strong organizational skills and the ability to coordinate multiple initiatives
- Strong computer skills, using Microsoft Office and Adobe
- Self-motivated and passionate about the environment and education
- Innovative, creative, and enthusiastic
- Flexibility in work schedule
- Valid Class 5-GDL Driver's license and access to a reliable vehicle (Travel will be required for his position)

## CONSIDERED ASSETS:

- Experience working/volunteering in the non-profit sector
- Knowledge in Environmental Studies

This position is contingent on grant funding and the start date may be negotiated.

For more information about LICA, visit [www.lica.ca](http://www.lica.ca) or call us at (780) 812-2182.

**To apply, please submit your resume and cover letter to LICA by March 24, 2024:**

Lakeland Industry & Community Association (LICA)

Attention: Kristina Morris, Executive Director

P.O. Box 8237

Bonnyville, AB T9N 2J5

Email: [lica2@lica.ca](mailto:lica2@lica.ca)

(Quote "Summer Student Application" in the subject line)

*We thank you for your interest. Please know that only applicants chosen for an interview will be contacted.*