

JOB DESCRIPTION

# Biosphere Natural Heritage Guide

Parry Sound, Ontario  
Honey Harbour, Ontario



**Description:** The Biosphere Natural Heritage Guide will be responsible for developing and delivering regular educational programs and public outreach pertaining to local ecology and the Georgian Bay Biosphere (GBB) to a variety of audiences. The guide will at times work with youth audiences, attend community events and markets, lead guided hikes, and support community gardens.

**Responsibilities:**

1. Develop and deliver environmental education programs for general audiences through guided hikes, learning opportunities at pollinator gardens and the community apiary, community-based events, and guided excursions, including sight-seeing boat tours.
2. Develop and deliver environmental education programs for youth audiences through Kids in the Biosphere, Lessons in a Backpack, and with partner organizations.
3. Design and facilitate education programs and guided hikes to local and seasonal audiences of various age groups on regional environmental topics on an ad hoc basis.
4. Manage a table display at events and markets, communicate effectively with event/program attendees, and present to general audiences on various environmental topics.
5. Create and distribute communications and promotional materials, including posters, website content, blog posts, and social media. Position may assist with video work and photo collection.
6. Support visitor outreach and education through bike rentals at Georgian Bay Islands National Park, including providing quality customer relations and bike maintenance, with training provided. (*Honey Harbour location*).
7. Provide occasional support for species at risk monitoring and benthic monitoring.
8. Provide occasional support and promotion for Community Veggie Gardens and Community Pollinator Gardens across the region.
9. Provide ongoing administration and office support, liaise on behalf of the Biosphere, create event reports and recommendations, and carry out various research as needed.
10. Other duties as assigned.

## Qualifications

- Experience in public outreach and/or education.
- University degree, college diploma, or a combination of relevant experience in environmental studies and/or outdoor education/land-based learning.
- Working knowledge of regional topics: culture, geography, geology, flora, and fauna.
- Computer literacy in Microsoft Office and social media applications.
- Ability to demonstrate strong written and verbal communications skills.
- Excellent organization, leadership, problem solving, and professionalism.
- Enthusiasm and energy to learn and be an active and self-driven team member.
- Ability to handle reptiles for educational purposes (optional).
- Hold or be able to obtain a Police Record Check with the Vulnerable Sector Check.
- Valid driver's licence with regular access to a vehicle.
- First Aid/CPR/AED certification is an asset.

## Eligibility

- Be between 15 and 30 years of age at the start of the employment.
- 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.

**Wages:** \$18.00/hour

**Duration:** May 9<sup>th</sup> 2022 - September 2<sup>nd</sup>, 2022

**Hours:** A normal week will be 35 hours. This position will require weekend and evening work. Time-off will be provided in lieu of time worked on weekends and evenings.

**Location:** This position will be based from one of two locations, although work will be distributed throughout the Biosphere region of eastern Georgian Bay:

1. **Parry Sound:** Biosphere office 125 William Street, Parry Sound
2. **Honey Harbour:** Georgian Bay Islands National Park, Beausoleil Island (accommodation may be provided)

**Application Deadline:** 5:00 pm Friday March 4<sup>th</sup>, 2022

## To Apply:

1. Email your resume and cover letter as one PDF document to Delaina Arnold at [education@gbbr.ca](mailto:education@gbbr.ca).
2. Indicate your preferred location in your application (see above).
3. Only successful candidates will be contacted; we thank all applicants for their interest.

*This position is partially funded by the Government of Canada.*