



Ogimaa Binesiiyog Stewardship Youth Ranger (SYR) Partnership Program

Assistant Team Lead Job Description (Kenora)

Duration: 9 weeks, June 24 to August 23, 2024

Hours: Monday to Friday from 8:00am to 5:00pm

Salary: \$18.00/hour

Purpose of Position:

As Assistant Team Lead, under the general supervision of the Natural Resources & Forestry (NRF) Supervisor, you will assist the Team Lead in providing group leadership to four Stewardship Youth Rangers in accordance with SYR Program Guidelines. You will assist in researching and identifying learning opportunities and in organizing and implementing Ogimaa Binesiiyog SYR Partnership Program activities.

Duties / Responsibilities:

- Providing group leadership, motivation and guidance to the Rangers on the worksites.
- Assisting the Team Lead to ensure that workers take precautions to protect the health and safety of themselves and others by complying with such acts, codes, policies, procedures or accepted workplace practices as may be appropriate.
- Occasionally acting in the Team Lead role with appropriate supervision/support from the Team Lead, Program Coordinator or Partnership Specialist.
- Assisting in the preparation of work plans, and in the full implementation of approved work programs.
- Assisting in researching and identifying learning opportunities.
- Ensuring effective communication with internal MNRF staff, external partners and members of the public to coordinate the implementation and completion of stewardship projects and public outreach/education initiatives.
- Assist in taking photos of crews engaging in work.
- Working in compliance with the Occupational Health and Safety Act and its Regulations and any workplace practices as directed by the employer.
- Advising workers of actual and potential dangers in the workplace and the required precautions.
- Performing strenuous tasks outdoors, often over rough terrain and in adverse weather conditions.
- Assisting in other ministry program areas as required.

Knowledge:

- Of local flora (plants) and fauna (animal life), leadership, environmental issues, natural resource management, and environmental stewardship.
- Of computers/software including word processing and electronic mail.
- Of safe work practices, canoe tripping, camping, navigation/orienteering and outdoor activities.

"We see a world where empowered youth leaders promote environmental ethics, leaving footprints of change in the natural world, bringing communities together and creating unity through diversity"

Qualifications:

- Demonstrated leadership skills and experience working with a team.
- Strong interpersonal, and oral and written communication skills (ie: assist in preparing articles for newspapers and media releases on team activities throughout season).
- Organizational and planning skills to stimulate projects, establish priorities and meet deadlines.
- Ability to take initiative and be self motivated to complete tasks in an independent manner, seeking guidance and direction appropriately.
- Physical ability to carry out the demands of the position.
- Experience in natural resource management, leadership, the Stewardship Youth Ranger Program and/or other NRF Youth Programs would be an asset.
- An interest in pursuing post-secondary education and/or a career in natural resource management would be an asset.

Mandatory Requirements:

- You hold a valid Class "G2" Ontario driver's license
- You hold or can obtain a Valid Standard First Aid Certificate
- You hold or can obtain a Pleasure Craft Operator's Card (PCOC)
- You hold or can obtain Ontario Recreational Canoeing and Kayaking Association (ORCKA) Certificate.

Application Deadline: March 29, 2024

Please send your cover letter and resume by mail or email to the following address:

ATTN:

Stacey Skene

Ministry of Natural Resources & Forestry

808 Robertson Street

P9N 1X9

Email: stacey.skene@ontario.ca

Phone: 1 (807) 467-7529

Fax: 1 (705) 986-1834

For more information, please contact the Program Coordinator above or visit
<https://www.ontario.ca/page/stewardship-youth-ranger-program>

IMPORTANT NOTE:

PROGRAM STATUS MAY CHANGE IN RESPONSE TO HEALTH AND SAFETY CONCERNS (COVID RESTRICTIONS) OR OTHER CONDITIONS.