

Job Description – Clean Leadership 2019 Program

Summary of the Program

The Clean Leadership program (formerly Nova Scotia Youth Conservation Corps or Youth Corps) was established in 1989 to provide Nova Scotian youth with training and employment opportunities in the environmental field. This program engages community partners across the province to hire students to carry out work in the summer months that fosters environmental stewardship. The Clean Leadership program provides Nova Scotian youth with green sector work experience, an enhanced appreciation of the environment and their community, and develops skills for life-long learning (including team-building and leadership skills, increased knowledge for future employment and/or education ventures, program evaluation techniques, and the ability to give back to their community and their environment.

Job Title - Community Engagement and TEK Assistant
Wage - \$13.25/hr

Summary of Position

The community partner for this Summer Student Intern position through the Clean Leadership program will be the Clean Foundation, reporting to Project Lead and Engagement Specialist with the Northumberland Strait Coastal Restoration Project.

In this position, you will be mainly responsible for: Engaging with local and Mi'kmaq communities about tidal wetlands, and restoration solutions and understanding community priorities to help build capacity within these areas; Designing, developing and implementing a citizen science program to engage with community members; Coordinating and participating in outreach events to garner interest, support and direct involvement in the project from local community members; Conducting Traditional Ecological Knowledge archival database research; Managing archives and keeping track of records and catalogues; Summarizing relevant information through a final report; Presenting research findings to staff and relevant project partners; Liaising with the project team to keep up to date on all activities by the team; Compiling concise internal and external project reports.

Community Partner

The Northumberland Strait Coastal Restoration Project, funded by the Department of Fisheries and Oceans (DFO), will involve identifying, restoring and monitoring salt marsh habitat that will build the capacity to help local communities become stewards of the areas in which they live.

Through our collaborative partnership with The Mi'kmaw Conservation Group (MCG) and The Confederacy of Mainland Mi'kmaq (CMM), we are engaging with the local and Mi'kmaq communities to gather local and traditional knowledge that will guide the prioritization and selection of restoration sites and map knowledge of historic, contemporary and degraded tidal wetland sites. Engagement through this project is guided by ethical principles and best practice standards which uphold communities' rights to traditional knowledge and foster communities' sense of ownership of the restoration project happening in these important ecosystems in their own backyard)

Duties and Responsibilities

- Work with supervisor/Engagement Specialist and staff through CMM to research archives and traditional ecological knowledge to develop an overall understanding of the natural history of the region;
- Review ethnographic literature and archival documents;
- Search databases and manage records and catalogues;
- Create a revised summary report;
- Work with project team and project partners to develop new initiatives to engage communities;
- Work with project team members to manage and coordinate volunteers associated with the project;
- Contact various community-based organizations to plan, schedule and execute outreach and education events and activities;
- Attend events, such as farmers markets, to promote the project and garner interest, support and active participation;
- Develop materials and resources for citizen science program;
- Ensure regular communication with supervisor, project staff and relevant project partners;
- Follow all Safe Work Practices and Job Safety Analyses and that volunteers are aware of and comfortable with safety procedures;

Requirements/Qualifications

List specific requirements and minimum qualifications required to successfully perform the job. These are the qualifications that are necessary for someone to be considered for the position.

- Completion of post-secondary education in a related field such as environmental science, science, community development, social science or related field;
 - Formal marketing, public relations, communications or journalism post-secondary education;
 - Effective verbal/written communication skills;
 - Ability to think creatively and approach communication from new angles;
 - Strong research methods and skills;
 - Ability to critically review data and document and report on the research;
 - Ability to develop and maintain effective working relationships both internally and with outside agencies;
 - Proficiency with common office software, such as Microsoft Word, Excel and PowerPoint, email programs such as Outlook;
 - Experience delivering community outreach and engagement activities;
 - Valid Canadian driver's license;
 - Experience working in or with First Nations communities is considered an asset;
 - Experience working in the non-profit sector is considered an asset;
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- Must be a Canadian citizen or legally entitled to work in Canada;
 - Must be between the ages of 15 and 30;
 - Must be a full-time student and intending to return to school in fall 2019;



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- Is not a member of immediate family of community partner;
- Have an aptitude for safe work practices and the ability to multi-task in a busy work environment;
- Be able to work productively as part of a team while responding to feedback;
- Be comfortable presenting complex scientific topics to the general public;
- Hold strong research and report writing skills.
- Demonstrated interest in future employment in the environmental or 'green' sector is considered an asset;

Working Conditions

Additional hours, or time outside of the normal work hours, may be required in order to meet operational requirements of planning and delivering specific activities throughout the summer.

Physical Requirements

May be require sitting for long periods of time. When conducting archival research, bending or lifting of heavy boxes may be required.