



Meewasin Valley Authority  
402 - Third Avenue South  
Saskatoon, Saskatchewan  
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# Meewasin

## EMPLOYMENT OPPORTUNITY

### INTERPRETER ASSISTANT – Beaver Creek Conservation Area (Term Position)

#### DUTIES

- Assist in the development and delivery of cultural and natural heritage education and interpretation programs for school children and adults.
- Greet and orient visitors, make them aware of site regulations and provide general information about city-wide attractions, facilities and special events.
- Plan, construct and maintain displays and program materials.
- Undertake research and prepare reports as required.
- Distribute information to the public through direct means and media.
- Organize special events, including promotion, public awareness, and volunteer coordination.
- Evaluate and report on programs.
- **Special event evenings work and up to 75% of weekends required.**

#### QUALIFICATIONS

- Full time enrolment in a post-secondary program with a focus on education, natural sciences, or human history.
- Must possess a valid driver's license.
- An acceptable Criminal Record Check Report, including a vulnerable sector check, is required prior to appointment to the position.
- St. John Ambulance First Aid, AED and CPR-C Certification.
- WHMIS training will be provided.

#### SKILLS

- Ability to work independently and as part of a team with children and adults.
- Well developed written and oral communication skills.
- Demonstrate knowledge of the natural environment through skills and/or experience.
- Preference may be given to candidates with the training and/or skills to develop and deliver environmental education programs for child and family audiences using story-telling, drama, puppetry and art.
- Candidates with knowledge of first aid will be given preference (First Aid and CPR certification).
- Computer literate candidates with knowledge of "MS Office" software will be given preference.
- Candidates with National Lifeguard Certification and Canadian Recreational (canoeing) may be given preference.
- Candidates with related interpretive experience may be given preference.

**DURATION** May 1 to August 30, 2019

**SALARY** \$18.17 per hour

**REQUIREMENT** Candidates must be full time students, returning to school in the fall.

Please submit resume by March 1, 2019 marked "Interpreter Assistant" at the above address or email to [jobs@meewasin.com](mailto:jobs@meewasin.com).

**Only applicants to be interviewed will be contacted. We would like to thank you in advance for taking the time to submit an application.**

The Meewasin Valley Authority is a conservation agency established to protect and develop the natural and cultural heritage resources of the river in the Saskatoon area and promote a better understanding of valley resources.