



Meewasin Valley Authority
402 Third Avenue South
Saskatoon, Saskatchewan S7K3G5
Phone (306) 665-6887 Fax (306) 665-6117

Employment Opportunity

POSITION: Resource Management Field Coordinator (Seasonal)

CLASSIFICATION AND RATE: H1 \$27.51 to \$30.33

START DATE: June 2025

SEASONAL: Season 1: June to October 31, 2025
Subsequent Seasons: Approximately April 1 to October 31

BENEFITS: Meewasin offers a generous benefits package including extended health, disability and life insurance and a matched pension (eligibility may differ for seasonal positions).

REQUIREMENTS: The incumbent must be available to work a flexible schedule, including some weekends, early mornings and evenings as required. This position is required to complete demanding, outdoor, physical work in inclement weather during all seasons. Must have access to own cell phone.

OTHER: Monday to Friday, full time position; 40 hours per week. This is an SGEU in-scope position.

Job Description: attached.

TO APPLY:

Please provide the following information marked "Resource Management Field Coordinator" to the email below on or before May 9, 2025:

* cover letter and resume in one PDF document *

Meewasin Valley Authority
Email: jobs@meewasin.com

DEADLINE FOR APPLICATIONS: May 9, 2025

Only those applicants who have been chosen for an interview will be contacted. For more information visit www.meewasin.com/careers



Resource Management Field Coordinator

Position: Resource Management Field Coordinator

Reports to: Resource Management Officer

Date: 2025

Organizational Description:

Meewasin is a purpose driven team of about 30 employees who work in a fast-paced environment. We are committed to delivering strategic priorities of maintaining a healthy & vibrant river valley, growing a sense of community, and protecting the legacy of the region that follows a visionary 100-year plan. Meewasin's successes could not be achieved without such a hardworking, adaptable and dedicated team. We are always looking for people who are committed to this legacy and want to apply their skills and expertise to make a difference now and for the future.

Meewasin is located on Treaty 6 Territory and the Homeland of the Métis. We humbly acknowledge the traditional caretakers of the land and honour the First Nations and Métis people of this place.

General Accountability

Reporting to the Resource Management Officer, the Resource Management Field Coordinator (RMFC) is an integral role to Meewasin. The incumbent has a prime responsibility to deliver field, technical and maintenance services related to the resource management program and related field equipment. They will ensure that resource management activities are delivered in alignment with the Valley-Wide Resource Management Plan, site-specific resource management plans, the annual project plan, and the 100-year concept plan.

Below is a list of specific accountabilities; this position will also support Meewasin initiatives with other duties as assigned.

Specific Accountabilities

1. Resource Management & Quality Control

- Assist with project planning and implementation of the Valley-Wide Resource Management Plan, including ecological restoration, invasive species management, targeted grazing and prescribed fire to restore natural ecosystem processes and reduce invasive species cover.
- Work with Resource Management Technicians to monitor the implementation of resource management activities and their impact to improve the ecological health of the

valley, including the collection of geospatial data of work implemented and activity reporting.

- Provide and coordinate maintenance and repair of assets including motorized equipment (UTVs, ATVs, tractors, mowers), power equipment (trimmers, leaf blowers), pumps, sprayers, trailers, grazing infrastructure and prescribed fire equipment.
- Provide input in developing and implement annual site work plans.
- Deliver ecological restoration projects including native prairie restoration, forest restoration, willow staking, aquatic plant installation, and assist with the collection of native seed and plants for propagation, in coordination with the horticulture team.
- Deliver integrated invasive species control programs including early detection and assist in developing response plans to new ecological threats to the valley including herbicide application, hand-removal, mechanical removal, biocontrol agents, and other methods.
- Field work including wildlife mitigation projects such as tree wrapping and wildlife friendly fencing, installation of site infrastructure and small improvements, and erosion control and correction.
- Conduct site inspections, including but not limited to maintenance and waste removal.
- Machine and equipment operation for trail mowing and spraying in coordination with the construction team.

2. Administration & Coordination

- Develop and supervise daily, weekly and seasonal activities for summer staff and coordinate staffing with resource management projects.
- Work with the Volunteer & Community Events Coordinator on resource management opportunities and provide orientation, training, and coordination to volunteers, when required.
- Maintain and ensure accurate daily time records and field notes for each member of the crew.
- Participate in annual evaluations and development of training plans.
- Safeguard tools, equipment and all Meewasin property.

3. Leadership Excellence

- Keep up to date with the current science of resource management and managing land for conservation purposes including invasive species management, targeted grazing, prescribed fire, and ecological restoration.
- Participate internally and externally on boards, committees, and working groups, where appropriate, as requested by supervisor.
- Represent Meewasin in public presentations and tours as required.
- Foster relationships and partnerships to support and enhance Meewasin's strategic priorities.
- Adhere to annual business and work plans, budget and associated reporting including revenue and expenses to achieve department goals and objectives.
- Initiate and/or support requests for funding applications and corresponding reporting related to funding in alignment with departmental goals and objectives.
- Recruit, retain, train, schedule, evaluate and coach summer students and provide coaching to others as required.
- Share skills and knowledge across organizational lines for effective delivery of Meewasin's strategic plans

Education and Experience

Mandatory requirements include the completion of a degree or diploma (in agriculture, resource management, biology or equivalent), 3 - 5 years field experience, and 3 - 5 years supervisory experience.

Broad experience in agriculture with knowledge in resource management and management of land for conservation purposes is required. Professional Agrologist (PAg) or Technical Agrologist (TechAg) designation or eligibility with the Saskatchewan Institute of Agrologists is considered an asset.

Experience in using Microsoft Office Suite and GPS units is an asset. Extensive experience in using, maintaining and repairing motorized equipment (including UTVs, ATVs, tractors with various attachments, and mowers), safe application of herbicides, integrated invasive species management techniques, and willingness to train and participate in prescribed fires are a necessity.

The incumbent must be available to work a flexible schedule, including weekends, early mornings and evenings as required. This position is required to complete demanding, outdoor, physical work in inclement weather during all seasons. This includes heavy lifting daily under 50 lbs and frequently over 50 lbs and the ability to traverse outdoor environments including steep and uneven terrain.

A satisfactory Criminal Record Check, including a vulnerable sector check, is required prior to appointment to the position.

A valid driver's license is required.

Saskatchewan Pesticide Applicators License (Industrial) and various prescribed fire courses including the Introduction to Prescribed Fire on the Canadian Grasslands will be required (training provided).

First Aid, ATV/UTV Training, Chainsaw Safety, and pleasure craft operator's license may be required.

Required Competencies

Meewasin has four core competencies that are common for all Meewasin positions and support the culture of this organization. They form the foundation of our recruitment tools and employee assessments:

Teamwork and Collaboration

Demonstrates the ability to work cooperatively within a team, and with individuals throughout the organization, to achieve optimal results.

Flexible and Adaptable

Demonstrates an ability to adapt and thrive in an atmosphere of changing priorities and circumstances.

Problem Solving and Decision Making

Able to take action in solving problems while exhibiting judgement and a realistic understanding of issues; able to use reason even when dealing with emotional topics; review facts and weigh options.

Communication (Leadership)

Demonstrates an ability to communicate with clarity and impact in a wide variety of settings.

In addition, the specific competencies for Meewasin's Resource Management Field Coordinator are:

Knowledge and Expertise

Demonstrates proficiency in the knowledge and skills specific to the position and uses expertise to serve the objectives of both the department and organization as a whole.

Focus on Safety

Demonstrates a commitment to safety in the workplace, including in one's own work, that of the team and that of the entire organization.

Coaching and Developing Others

Demonstrates the ability to foster learning and development in others; accurately assess employee's interests, needs and capabilities then coach or support them as necessary.

Planning and Goal Setting

Establishes personal priorities and work plans adjusting as required to ensure alignment with overall departmental and organizational goals.

Initiative

Demonstrates taking action without being prompted to do so by others; complete tasks by removing barriers and locating necessary resources.