

## Crew Leader, Environmental Programs

### 3 Contract Positions

#### ABOUT REFOREST LONDON

ReForest London (RFL) is a small but mighty non-profit organization with a vision to see our community thrive in a healthy urban forest. We work to enhance environmental and human health in the Forest City by inspiring, educating and empowering Londoners to plant and care for trees and to be part of a sustainability-focused future for our community.

Since our founding in 2005, we have grown to become London's largest environmental not-for-profit organization. Powered by passionate staff and volunteers, ReForest London plants, cares for, and gives away thousands of trees each year. Along with the City of London, we are a founding partner of the community-wide Million Tree Challenge. RFL is also actively developing the new Westminster Ponds Centre (WPC), London's first and only environment and sustainability centre. Led by ReForest London, the WPC will inspire and advance environmental change in our community.

#### POSITION OVERVIEW

The Crew Leader, Environmental Programs will provide critical staff support to our Environmental Programs – Park Naturalization, Aftercare, Neighbourhood Tree Giveaway Programs, the Community Tree Nursery. They will work closely with our Manager, Naturalizations Projects and our Manager, Community Projects to facilitate our spring and summer 2024 core events.

Candidates should have an interest in restoration ecology, conservation, urban forestry, and/or community outreach. Candidates should be suited for physical work (independently carrying up to 50lbs continuously) on a daily basis in various weather conditions. Candidates should bring an enthusiastic attitude to work with a tight-knit team. They should be self-motivated and organized with attention to detail as independent work will be expected. Availability on weekends and evenings will be required to meet the demands of event delivery.

This is a **16 week, full-time position (37.5 hours/week)** beginning April 29<sup>th</sup>, 2024, at \$16.55/hr (**contingent upon funding**)

#### KEY RESPONSIBILITIES

##### 1. Event Delivery and Management (60%)

- Lead Community and Corporate Tree Plantings, Aftercare, and Neighbourhood Tree Giveaway events
- Provide supportive assistance to the Schools program, Schoolyard Planting Stream;
- Assist with Community Tree Nursery development, as needed;
- Manage event day logistics including loading plant material, setup/takedown, and equipment maintenance;
- Supervise Core Volunteers and lead event volunteer engagement;
- Assist Coordinator, Engagement in volunteer training and management;
- Provide tree education and outreach to homeowners and other community members;
- Process and record event donations;
- Lead Community Hikes, as needed.

## 2. Naturalization Assessment and Plant Care (30%)

- Perform monitoring protocols on planting sites (1-, 5-and 10-year site checks) for tree survivability assessment;
- Perform site assessments of parks and open spaces to identify new planting opportunities;
- Manage nursery stock including inventory management, watering, and general tree care.

## 3. Data Input and Analysis (10%)

- Ensure quality event and program data notes are recorded;
- Collect and record event and volunteer data including consent forms, waivers, and photos;
- Organize data to create maps and site plans using ArcGIS;
- Additional tasks as assigned.

## QUALIFICATIONS AND ELIGIBILITY REQUIREMENTS

- Preference given to candidates with relevant experience and/or have obtained or are pursuing a degree or diploma in Environmental Sciences, Biology, Ecological Restoration, Geography, Natural Resources, Arboriculture, Forestry, Landscape Architecture, Horticulture, or related field.
- Familiarity with trees and shrubs of Ontario, including common invasive species, common pests and/or diseases of our native tree species
- Strong written and oral communication skills, and comfortability speaking in front of groups of people
- Experience in event delivery, customer service, volunteer management, and/or community engagement are preferred.
- Exceptional interpersonal skills, and ability to effectively work in a team environment
- Experience with Microsoft Office - specifically Excel
- Availability to work evenings and weekends is required
- Ability to lift up to 50lbs independently, to tolerate long periods of walking, and work in a variety of outdoor field conditions (including hot or rainy weather).
- Ontario driver's license (minimum 'G2' class) is required
- **Meet eligibility requirements as outlined below**

Because this position would be funded through a federal employment program, in order to be eligible, **candidates must be:**

- A Canadian citizen, permanent resident of Canada, or have granted refugee status in Canada (no work permits or student visas),
- **and:**
- Be between 15 to 30 years of age at the start of employment period;

Candidates must also have a valid Social Insurance Number (SIN) at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations.

### DESIRED SKILLS, KNOWLEDGE, AND ABILITIES

- Experience driving a truck and/or trailer driving is an asset. Training will be provided.
- Experience working with ArcGIS/QGIS is an asset
- Experience working with machinery such as chainsaw and brush saw is an asset. Training will be provided.
- Ontario Exterminator License is an asset.
- Standard First Aid & CPR certification is an asset.

### PERKS

- Long-weekends and holidays off
- Working in the middle of a forest: The Westminster Ponds Centre is surrounded by beautiful trees and 200 hectares of nature
- Discount on work wear clothing store and work boot stipend

### APPLICATION PROCESS:

Please submit a cover letter, addressed to the **Operations Office**, and your resume (in either PDF or WORD format), via Airtable [here](#). **Applications will be reviewed and interviews held on a rolling basis until positions are filled**, so we encourage you to apply as soon as possible. All applications will be acknowledged as received, but only those called for an interview will be contacted thereafter.

Interviews will be held in-person at our office location at 944 Western Counties Rd, London, ON.

ReForest London is committed to the diversity of its board, staff and volunteers. Like a forest that thrives best when it is comprised of many different species of trees and shrubs, ReForest London thrives and gains strength from the differing perspectives, insights and experiences a diverse group provides. We acknowledge the systemic discrimination experienced by many. We welcome applications from women, members of racialized groups, visible minorities, Indigenous persons, persons with disabilities, persons of any sexual orientation, and persons of any gender identity or gender expression.

Thanks for your interest in our mission and for making your community a greener and healthier place!