

## Ecological Assistant – Tree Growing & Aftercare

### 2 Contract Positions

#### Position Description

We are seeking a dedicated and motivated Ecological Assistant to provide critical staff support for our tree growing and aftercare initiatives. As an Ecological Assistant – Tree Growing & Aftercare, you will support the care, planting and growth of trees as well as assist with other ecological initiatives aimed at improving local ecosystems, combatting climate change, and enhancing biodiversity. This is an exciting opportunity to contribute your knowledge of arboriculture and play a hands-on role in supporting local biodiversity through tree growing, planting and maintenance efforts, while working collaboratively with a diverse team of experts and volunteers.

#### Reports to: Growing Programs Coordinator

#### Key Accountabilities, Duties and Activities

	Expected % of time
<b>Tree Nursery Operations</b> <ul style="list-style-type: none"> <li>• Support all nursery operations, including seedling propagation, care, and distribution.</li> <li>• Coordinate volunteers and community groups for the planting, potting, and repotting of seedlings, ensuring they receive appropriate care at each stage of growth.</li> <li>• Maintain accurate records of tree growing activities and project outcomes</li> <li>• Assist in preparing reports on nursery performance, plant health, and progress for internal stakeholders or external partners</li> <li>• Manage nursery stock including inventory management, watering, and general tree care.</li> <li>• Maintain an accurate inventory of plants, supplies, and materials, ensuring adequate stock for all nursery needs.</li> </ul>	35%
<b>Tree Propagation, Growth Monitoring, &amp; Care</b> <ul style="list-style-type: none"> <li>• Oversee the propagation of trees through seeds, cuttings, or grafting, ensuring high germination and survival rates.</li> <li>• Regularly monitor the growth and health of seedlings, including assessing their water, nutrition, and pest control needs.</li> <li>• Track and document seedling progress, providing reports on growth rates, health, and any challenges.</li> </ul>	30%
<b>Aftercare</b> <ul style="list-style-type: none"> <li>• Monitor the health and progress of planted trees, ensuring they are properly cared for (watering, mulching, pruning, etc.)</li> <li>• Assist in the collection of data related to tree growth, survivability, and environmental impact</li> <li>• Conduct regular field visits to monitor project progress and address any challenges</li> </ul>	15%

<ul style="list-style-type: none"> <li>• Lead volunteers in the completion of aftercare projects</li> <li>• Support the creation of progress reports and environmental impact assessments</li> <li>• Manage and maintain field equipment and tools.</li> </ul>	
<b>Community Engagement</b> <ul style="list-style-type: none"> <li>• Engage with local communities to promote awareness of the benefits of tree growing &amp; planting and encourage participation in growing &amp; planting activities.</li> <li>• Support educational workshops, training sessions, and events to foster community involvement and environmental stewardship</li> <li>• Provide logistical support during project launches and events, planning and execution of plant sales or distribution for ecological restoration projects.</li> </ul>	10%
<b>Quality Control &amp; Compliance</b> <ul style="list-style-type: none"> <li>• Implement and maintain quality control systems to ensure the production of healthy, high-quality trees.</li> <li>• Conduct regular inspections to ensure the nursery environment is free from hazards and complies with health and safety regulations.</li> <li>• Maintain a safe working environment for all staff and visitors.</li> <li>• Monitor and assess the quality of planting and maintenance work. Address any issues related to plant health, planting techniques, or site conditions to ensure high standards of work.</li> </ul>	10%

## Qualifications

- **Education**
  - High school diploma or equivalent (required)
  - Coursework or experience in arboriculture, plant biology, environmental science, forestry, ecology, or a related field (preferred)
- **Experience**
  - Prior experience in environmental restoration, nurseries, or working with plants/trees is an asset
  - Knowledge of native tree species, seed collection, growth habits, and best practices for planting and care is an advantage
- **Skills**
  - Basic knowledge of ecology principles and environmental stewardship
  - Comfortable working with tools and equipment used in tree planting and maintenance (i.e. chainsaw, brush saw, etc.)
  - Strong attention to detail and ability to follow procedures and safety protocols
  - G class drivers' licence with ability to drive a truck and trailer (required)
- **Physical Requirements**
  - Ability to walk, bend, kneel, and stand for extended periods in outdoor settings

- Ability to lift and carry heavy objects (up to 60lbs)
- **Personal Attributes**
  - Enthusiastic, reliable, and self-motivated
  - Team-oriented with strong oral and written communication skills
  - Passion for environmental conservation, tree growth, and the mission of ReForest London

### **Working Conditions**

- This position involves working outdoors in various weather conditions.
- Physical labor, including standing for long periods of time, bending, lifting (up to 60lbs), digging, and planting, will be required.
- Frequent evening or weekend hours may be necessary depending on nursery operations, the project timelines, or events.