

Environmental Program Coordinator (Summer Position)

Job Duration: May 1st, 2024 to August 30th, 2024-

If the candidate successfully passes the probationary period and has proven to be an asset to AWES, then the candidate would move into a permanent position

Hours: 40 hours/week

Office Work Responsibilities may include:

Assist or lead with planning, development of materials for, and facilitate online and in person extension events (e.g. workshops, presentations, tours) on topics related to agroforestry, riparian management, and woodlot management. Community engagement with stakeholders through email, phone, and through in person workshops, tours, and site visits. Collaborate with AWES partners and stakeholders within public, private, and non-governmental sectors.

Assist or lead with the development and dissemination of extension materials and tools (e.g. factsheets, infographics, manuals, guides, articles, videos, webpages, or newsletters) on agroforestry, riparian management, or woodlot management related topics. Assist with the design and implementation of agroforestry, riparian restoration, and woodlot enhancement planting projects. Present on progress of assigned projects with the intention of sharing success and seeking guidance from coworkers to develop organizational individual capacity. Seek out engagement and opportunities to support partner Not-for-Profit organizations through in-kind contribution opportunities.

Field Work Responsibilities may include:

Working extended hours with AWES staff & contractors, starting as a Crew Second and eventually progressing to a Crew Lead, to deliver planting projects and field assessments, including but not limited to:

- tree & cutting plantings,
- vegetation management (weeding),
- tree watering, and
- transporting seedlings and tree material.
- Project Assessments with villages, private land owners, and conservation associations utilizing insect and pest, tree, and weed identification skills.
- Workshops & Field days working with AWES staff and contractors to deliver guided walks, field days, demonstrations, and other educational content found in the field (or forest).

Qualifications and Skills

Has relevant post secondary schooling (diploma or Bachelor's Degree) and experience working in or knowledge of agriculture, forestry, land management, or related natural sciences. Effective writing, administration, and communication skills, including experience with technical writing and presentation delivery. Experience working with stakeholders, good interpersonal skills. Must be physically capable of carrying 40 lbs and able to traverse uneven terrain carrying planting bags in inclement weather. Experience with basic Google Suite, Google Earth Pro, or similar software.