



1216 North Park Street, Victoria, BC V8T 1C9 Canada
(250) 386-WORM (9676) FAX (250) 386-9678
E-mail: info@compost.bc.ca
Website: www.compost.bc.ca
Registered Charity No. 89670 2289 RR0001

The Compost Education Centre is Hiring a Summer Site Assistant!

The Compost Education Centre (CEC) is a charitable, not-for-profit organization that provides composting, organic gardening and conservation education to residents of the Capital Regional District. Visit our website at <https://www.compost.bc.ca/>, [Facebook](#) and [Instagram](#) channels for more information about the CEC.

The Summer Site Assistant (SSA) reports to the Executive Director and works closely with the Site Manager and Community Education Coordinator. The SSA supports the management of our demonstration and teaching gardens with various composting, soil and plant care tasks, harvesting and farm stand sales, they attend community events to share CEC resources and answer composting and gardening questions, and complete some office work (tracking garden activities) and retail sales interactions with customers. The SSA will have opportunities to gain valuable skills in organic gardening, composting, ecological education, and make a significant contribution to the larger vision of the Compost Education Centre. There will also be opportunities to work with volunteers and learn and share knowledge at community events.

All work will be conducted with adherence to current best COVID-19 safety practices.

Job Title: Summer Site Assistant

Duration: 12 weeks beginning May 31, 2023

Work Week: Wednesday to Saturday, 9am – 4:30pm with a half hour paid lunch break (7.5 paid hours per day).

Wage: \$21.39 per hour, 30 hours per week

Positions are contingent on Federal funding from Canada Summer Jobs. Start dates and contract durations may vary from what is listed in this posting.

Duties include:

Site assistance (50%)

- Assist in the maintenance of the teaching gardens including areas, which highlight permaculture, native plants, organic vegetable gardening, rainwater catchment, and other techniques;
- Care for vegetable seedlings and established vegetable plants, harvest veggies for sale in the farm stand;
- Assist in the maintenance of the composting program including compost turning, compost application, worm harvesting, compost sifting, and building worm bins;
- Assist in organization and maintenance of site structures, including strawbale teaching building, irrigation system, tool shed, tools, storage areas, and greenhouse; and
- Assist in event preparation and implementation, such as annual August Plant Sale.

Outreach assistance (30%): Attend community events, engage curious community members answering questions, and providing resources as needed.



Offering Education and Resources on Composting, Waste Reduction, Food Security and Ecological Conservation for 30 Years!



1216 North Park Street, Victoria, BC V8T 1C9 Canada
(250) 386-WORM (9676) FAX (250) 386-9678
E-mail: info@compost.bc.ca
Website: www.compost.bc.ca
Registered Charity No. 89670 2289 RR0001

Office assistance (20%)

- Respond in friendly and timely ways to public inquires (calls, emails, and social media);
- Sell seeds, composters, and other sustainability supplies;
- Assist with the successful promotion of programs via social media and direct email; and
- Assist with other ongoing programs and priorities as required.

Requirements

- Familiarity with the work, mission and mandate of the Compost Education Centre;
- Demonstrated knowledge and/or experience and/or enthusiasm of gardening, composting, waste reduction, ecological conservation, decolonizing food and agricultural systems, soil health
- Ability to work outside in all weather, doing manual garden work

Canada Summer Job Requirements

The position is funded by Canada Summer Jobs. Therefore, the individual must also meet the Canada Summer Jobs criteria:

- Be between 15 and 30 years of age at the start of the employment;
- Be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the *Immigration and Refugee Protection Act* for the duration of the employment; and
- Have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations.

Accessibility

- Ability work both outdoor and indoor as well as speak to the general public;
- Ability to lift supplies (40lbs) as well as climb stairs, walk, kneel or squat (sometimes for long durations), bend, and shove in all sorts of weather conditions;
- Ability to work at a desk for hours at a time (accommodations possible, please inquire)

Please email your Cover Letter, Resume, and the names & contact info for three references AS ONE PDF document with the file saved with the naming format "firstname_lastname_application" with an email subject line: "Summer Site Assistant - LastName", addressed to Kayla Siefried, Site Manager at sitemgr@compost.bc.ca by March 31, 2023. Please ensure that your application explicitly addresses all requirements and duties listed above as well as why you are interested in working with us here at the CEC.

We are grateful to all of those who take the time to apply, however, only candidates selected for an interview will be contacted.



Offering Education and Resources on Composting, Waste Reduction, Food Security and Ecological Conservation for 30 Years!