

**Environmental Assistant
West Interlake Watershed District
(WIWD)**



**9 Main Street, Lundar, MB R0C1Y0
(204)-762-5850**

Full-time Term Position; with opportunity to expand your role

About Us: The West Interlake Watershed District manages the health and resilience of our local watersheds, committed to sustainable practices and the preservation of natural ecosystems. We are dedicated to creating a greener future for generations to come. As we expand our team, we are seeking a passionate and dedicated individual to join us in our mission to make a positive impact on the environment.

Job Description:

Position Overview: As a WIWD staff member, you will play a critical role in helping us implement environmentally friendly practices and ensuring compliance with local and federal regulations alongside stipulations set by the WIWD and its' funders. You will have the opportunity to work on a wide range of projects aimed at reducing our environmental footprint and promoting sustainability.

Key Responsibilities:

- Conduct site checks on project sites, ensuring compliance with funder, WIWD, and provincial guidelines.
- Work closely with landowners to facilitate their participation in WIWD programming.
- Assist landowners with the application process, providing guidance and support.
- Assist with environmental data collection, data entry, and analysis relating to WIWD programming.
- Populate and manage data in the WIWD database
- Public education relating to environmental initiatives and WIWD programming.
- Collaborate with our team on environmental projects related to water quality, soil health, and watershed resilience.
- Assist in the development and modification of application forms for WIWD programming, ensure that forms align with program requirements and capture necessary information.

- Develop and implement strategies to reduce environmental impact and promote sustainability.
- Carry out assigned programming and tasks, as required.

Qualifications:

- Bachelor's degree in Environmental Science, Environmental Engineering, or a related field such as Geographic Information Systems are of benefit.
- Experience with programs such as the Microsoft Office suite; ArcGIS Pro is a plus.
- Previous experience in environmental management or a related role is a plus.
- Knowledge of environmental regulations and best practices.
- Strong interpersonal skill set.
- Strong analytical and problem-solving skills.
- Excellent communication and teamwork abilities.
- Proactive and self-motivated with a passion for environmental sustainability.
- A valid driver's license is required.

What We Offer:

- Opportunities for professional development and growth within the organization.
- A supportive and collaborative work environment.
- The chance to make a meaningful impact on the environment.

How to Apply: If you are a dedicated environmental enthusiast with a passion for making a difference, we encourage you to apply. Please submit your resume and a cover letter outlining your relevant experience and why you are the ideal candidate for this position to manager@wiwd.ca.

WIWD is an equal opportunity employer, fostering diversity in our workplace. We thank all applicants for their interest, but only those selected for an interview will be contacted.

Join us in our mission to protect the environment and build a sustainable future.

Apply today!