



## **Internal/External Job Posting**

### **Regular Full Time Bargaining Unit Position**

### **Conservation Specialist**

#### **Who we are**

The Grand River Conservation Authority (GRCA) has an international reputation for excellence in managing the natural resources of the largest inland river system in southern Ontario. Our team is made up of committed and passionate experts in their fields, including scientists, engineers, researchers, educators, stewards, planners, foresters, recreation experts and much more. Every day, we come to work to improve the health of the natural environment of the Grand River watershed for those who call it home or come to visit. We are a progressive team, dedicated to lifelong learning, collaboration and making a positive impact.

#### **Who you are**

You want to be part of an organization with an environmental goal. You want the work you do to make a difference. You like a team environment where everyone has an opportunity to contribute to achieve a shared goal, no matter their background or level of education and experience. You like problem solving, expanding your horizons, and making even the smallest positive impact for your community and the planet.

#### **Why work for us**

At the GRCA, we don't just talk about work-life balance, we promote and encourage it. We offer flexible work hours, one day a week working from home, and wellness initiatives like onsite yoga and an Employee Assistance Program. Our team feels a connection to their work, each other and the community we serve, and when you're "at the office", you won't feel like you're "at the office." Our Administration Centre is located in a tucked away, natural oasis next to the Shade's Mills reservoir, where a walk or lunch at the picnic tables provides the opportunity to be immersed in nature. We offer staff development plans and open doors to help advance your career, and our employees benefit from being part of the Ontario Municipal Employees Retirement System (OMERS), with 100% matching contributions from GRCA.

#### **Overview of the Opportunity**

Reporting to the Supervisor of Conservation Outreach, the Conservation Specialist works with individuals, organizations and community partners to promote the adoption of conservation practices to enhance the health of the Grand River watershed. This position is responsible for the coordination, delivery and promotion of community outreach events and activities. The Conservation Specialist is the main contact for landowners accessing GRCA's stewardship incentive programs including the Rural Water Quality Program.

#### **Specific Accountabilities**

- Coordination and delivery of cost-share stewardship programs, such as the Rural Water Quality Program.
- Conduct site visits to assist landowners with planning stewardship projects including the adoption of agricultural best management practices.
- Support landowners to develop and submit applications to GRCA cost share programs.
- Coordinate external committees supporting Conservation Services major program areas.

- Coordinate the development of communications and implementation of promotional activities to support GRCA Conservation Services programming.
- Coordinate and deliver community based activities such as Children's Water Festivals, tree planting events, stewardship workshops and other outreach activities.
- Liaise with government agencies, municipalities and interest groups to develop and maintain program and project partnerships. Undertake data management and financial updates to satisfy partnership agreements.
- Provide technical expertise, reporting and comment for areas of rural interest for both GRCA and external agencies.
- This position will require some evening and weekend work.

### **Technical Accountabilities**

- Honours degree in Resource Management, Geography, Agriculture, Environmental Sciences or a related discipline, with one year of related work experience.
- Extensive knowledge of farm practices, production systems, soil health principles and experience with agricultural best management practice adoption.
- Demonstrated experience engaging with members of the public and/or stakeholder groups to promote the adoption of private land stewardship action.
- Strong planning and organizational skills, demonstrated file management experience and the ability to balance multiple tasks and deadlines.
- Experience developing educational and promotional materials, and communicating technical information to general audiences.
- Experience coordinating community events and a strong understanding of Health and Safety policies and risk management practices.
- Advanced communication skills (verbal, presentations and written).
- Familiarity with the principles of community based social marketing.
- Knowledge of Conservation Authorities Act and other applicable environmental legislation.
- Strong tree, shrub and plant identification skills are considered an asset.
- Proficiency with MS Office, ArcGIS and social media applications.
- Ability to adhere to service delivery expectations and to deal with the public in an effective and courteous manner.
- Valid Class 'G' Ontario driver's license required.

### **Competencies and Abilities**

#### **Professional Judgement**

Demonstrated ability in the area of critical thinking, analysis and assessment of implications, making connections of underlying issues and the ownership of the outcome. Sound judgment resulting in fair, efficient and effective decision making, bringing clarity and resolution to complex and ambiguous situations.

#### **Integrity/Ethics**

The willingness to hold oneself and others accountable for acting in ways that are consistent with stated values, principles and professional standards. Maintaining impartiality, objectivity, confidentiality and fairness when dealing with employees, stakeholders and special interest groups.

#### **Goal/Action Oriented**

Maintains high level of productivity and self-direction. Demonstrated experience to work under pressure and handle multiple tasks simultaneously with changing priorities. Seizes

opportunities; takes initiative and is self motivated. Organizes work, plans activities and sets priorities in a manner that meets competing needs and timely resolution of matters

### **Team Work**

Interacts with people effectively. Able and willing to share and receive information. The ability to gather facts and pertinent information to gain an understanding before drawing conclusions, taking action or resolving conflict. Excellent communications skills are needed for working inter-departmentally with respect to stewardship program delivery and other programs within GRCA.

### **Customer Focus**

Dedicated to meeting the expectations and requirements of internal and external customers. Exceptional communication skills to create, maintain and enhance relations with municipal partners, landowners and other stakeholders.

### **Compensation and Benefits**

- The pay range is \$36.47 to \$43.78 per hour/35 hours per week
- Comprehensive benefits package with mental health services and preventative care
- Tuition reimbursement, and computer purchase loans.
- Gold-standard Ontario Municipal Employees Retirement System (OMERS) pension fund with 100% employer matching contributions.
- Free year-round access to GRCA and Conservation Ontario conservation areas (parks).

**Deadline for Applications: 4:00pm December 30, 2025**

**Approximate Start Date: February 2026**

**To Apply:** Please send a resume and covering letter to [careers@grandriver.ca](mailto:careers@grandriver.ca) in MS Word or PDF format and quote "Conservation Specialist" in the subject line.

We thank you for your interest, however only candidates under consideration will be contacted.

GRCA is an equal opportunity employer. We are committed to inclusive, barrier-free recruitment and selection processes and work environments. If you require any accessibility accommodations at any point during the application and hiring process, please contact us. Any information received relating to accommodation will be addressed confidentially.

Pursuant to section 29(2) of the Municipal Freedom of Information and Protection of Privacy Act R.S.O. 1990, C. M.56 the personal information contained on this form is collected under the legal authority of the Conservation Authorities Act, R.S.O. 1990, chapter C.27 and is used for recruitment purposes. Questions about the collection of personal information should be directed to the Director of Human Resources, Grand River Conservation Authority, PO Box 729, 400 Clyde Road, Cambridge, Ontario N1R 5W6. 519-621-2761.