



**Job Title:** The Land Between Turtle Guardian Program Assistant

**Job Description/Roles and Responsibilities**

The Turtle Guardians program is the first of its kind; a Citizen Science program geared to kids specially to help monitor, protect and recover turtles in Ontario. It is a program of The Land Between charity in partnership with Ontario Nature, the Toronto Zoo, Ontario Turtle Conservation Centre, Scales Nature Park, and the Trillium Lakelands School Board.

As the Program Assistant, you are the lead on outreach and communications on behalf of the project and collaborative of organizations. Reporting directly to the project team leader, you will be responsible for communications development and outreach including social media posts and management, blog creation, newsletters, and also creation and delivery of presentations and workshops on behalf of the group. You will extend networks and negotiate partnerships. You will also maintain day to day outreach activities for the lead organization, building profile and capacity and cultivating relationships. Design work, grant writing, funding proposals and media contact may also be a part of the role. This position involves the ability to travel widely.

**Term/Remuneration:**

This position is part time at 15hrs/week for up to 3 years. Remuneration starting at \$20.00/hr. Work-related travel allowance.

**Location:**

Home position within Haliburton county at the Land Between home office (Kashagawigamog Lake Road) or satellite office (Gelert Road) and with the option of working from the incumbent's home office (depending on skill levels and with reporting schedules and systems). This position can be delivered under a consulting role or standard employment contract.

**Competencies/Skills and Knowledge Required**

- Background and/or education in biology, fish and wildlife, ecosystem management, ecology, or natural resource management, with a working knowledge of species at risk legislation and conservation biology
- Expertise in social media platforms
- Advanced use of Adobe software (Illustrator, Photoshop, InDesign, etc.)
- Expertise in Google Drive (Google sheets, excel, word etc. and other online collaborative systems)
- Good written and oral communication skills
- Experience in communications or marketing/project development is an asset



- Data management, data sensitivity training, and knowledge of ESRI/GIS an asset
- Drivers license, insurance and own vehicle

**Application process:**

Send a resume and cover letter (addressing how your training and experience meets the competencies), and include a sample of writing related to conservation biology (400 words or more) to Leora Berman, at [info@thelandbetween.ca](mailto:info@thelandbetween.ca)

Deadline for applicants is May 1<sup>st</sup> 2018

For more information call Leora at 705-457-4838 or visit [www.thelandbetween.ca](http://www.thelandbetween.ca)

Thank you for your interest.

The Land Between, National Charity

P.O. Box 1368, Haliburton, Ontario, K0M 1S0

[www.thelandbetween.ca](http://www.thelandbetween.ca)

[www.turtleguardians.ca](http://www.turtleguardians.ca)



**Job Title:** The Land Between Turtle Guardian Education Assistant

**Job Description/Roles and Responsibilities:**

The Turtle Guardians program is the first of its kind; a Citizen Science program geared to kids, specially to help monitor, protect and recover turtles in Ontario. It is a program of The Land Between charity in partnership with Ontario Nature, the Toronto Zoo, Ontario Turtle Conservation Centre, Scales Nature Park, and the Trillium Lakelands School Board.

As the Education Assistant, working with the team and reporting to the lead agency, you will be responsible for curriculum development and delivery. As part of a larger team, you will identify levels and themes for Turtle Guardian curriculums; meet with collaborative partners to identify and outline existing curriculums and compatible programs; and then work directly with the lead agency and the Trillium District School Board to outline and draft curriculum modules that meet Ontario standards. As the EA, you will also deliver workshops and curriculum to students, children and landowners across the Land Between bioregion (from Georgian Bay and Parry Sound to the Ottawa Valley). You will also be responsible for promoting the program through blogs, posts, media, venues and networks throughout the term. This position involves the ability to travel widely.

**Term/Remuneration:**

This position is part time at 15hrs/week for up to 3 years. Remuneration: \$20.00/hr under employment contract. Work-related travel allowance.

**Location:**

Throughout the Land Between bioregion. Option of working from the incumbent's home office (depending on skill levels and with reporting schedules and systems). This position can be delivered under a consulting role or standard employment contract. **Competencies/Skills and Knowledge Required**

- Background and/or education in biology, fish and wildlife, ecosystem management, ecology, or natural resource management, with a working knowledge of species at risk legislation and conservation biology
- Background or experience in education or conservation, stewardship, or educational program delivery
- Expertise in social media platforms
- Expertise in Google Drive (Google sheets, excel, word etc. and other online collaborative systems)
- Good written and oral communication skills
- Experience in public speaking and workshop delivery
- Data management, data sensitivity training, and knowledge of ESRI/GIS an asset
- Drivers license, insurance and own vehicle

Application process:



Send a resume and cover letter (addressing how your training and experience meets the competencies), and include a sample of writing related to education, stewardship and/or conservation biology (400 words or more) to Leora Berman, at [info@thelandbetween.ca](mailto:info@thelandbetween.ca)

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