



Gwaii Haanas
National Park Reserve, National
Marine Conservation Area Reserve,
and Haida Heritage Site

2024 Youth Summer Job Opportunities

Deadline for Applying: March 7, 2024, 4:00 PM pacific DST

Open to: Those residing within 110km of Skidegate (includes Masset and Old Massett)

Unique within the Parks Canada family, Gwaii Haanas National Park Reserve, National Marine Conservation Area Reserve, and Haida Heritage Site is cooperatively managed by the Government of Canada and the Haida Nation. Working at Gwaii Haanas is an opportunity for you to experience the natural and cultural wonders of the place and learn about the many contributions the Haida Nation has made locally, regionally and nationally.

Youth Employment & Skills Strategy (YESS) Positions

The Youth Employment and Skills Strategy (YESS) is a Federal Government jobs initiative targeted at young Canadians aged 15 to 30. The purpose is to increase employment for youth, enabling them to gain work experience, skills, and to extend their networks. Parks Canada is committed to being a diverse and inclusive workplace by embracing this initiative, and encourages applications by youth facing barriers to employment, in particular Indigenous Canadians, members of a racialized community and persons living with disabilities.

Salary Range: \$25.81 - \$33.87 per hour (Base Salary) + \$4.95 - \$8.78 per hour (Isolated Post Benefit)

Who can apply? To be eligible, you must be:

- Between 15 and 30 years old.
- Preference may be given to candidates who self-identify as, Indigenous Canadians, members of a racialized community and persons living with disabilities, as well as youth facing barriers to employment. We encourage you to self-identify in your application. 8 to 16 week term offers with possibility of extensions.

Student Positions

The Parks Canada Agency is committed to helping students gain the skills, work experience and abilities they need to make a successful transition into the labour market.

For **STUDENT POSITIONS ONLY:** To be considered for student employment, you must be:

- registered as a full-time or part-time secondary or post-secondary student in an accredited academic program
- or participating in adult education and retraining programs at the secondary level, operated under the authority of an accredited academic institution

Rates of Pay for students is \$20.04 - \$28.57 per hour + \$4.95 - \$8.78 per hour (Isolated Post Benefit)

If you meet the criteria above and are interested in working for Gwaii Haanas please submit your resume and cover letter to: gwaiihaanas.hr@pc.gc.ca

In your email please state which section you are interested in working for. Please keep in mind that you will be considered for all available positions.



ASSET MANAGEMENT

Interested in gaining meaningful experience in Asset Management and contributing to operations? The Asset team is hiring!

Term: Approx. 8-16 weeks

Contact: Rick Swain email: rick.swain@pc.gc.ca Phone: (778) 361-0485

Duties

- Perform maintenance and repair tasks
- Clean work sites and equipment
- Inspect and report on the condition of facilities and structures
- Prepare/organize equipment, material and tools for projects

Qualifications

- Ability to communicate effectively, both orally and in writing
- Experience in the operation and use of manual and power tools and equipment
- Drivers License

This position is based in Daajing Giids

RESOURCE CONSERVATION

Do you enjoy working in the outdoors? The Resource Conservation team is hiring!

Term: Approx. 8-16 weeks

Contact: Nadine Wilson email: nadine.wilson@pc.gc.ca Phone: (778) 834-5249

Duties

- Travel to remote locations to collect ecological and cultural data
- Support the ecological and cultural research programs in Gwaii Haanas
- Use and maintain a variety of scientific tools

Qualifications

- Ability to communicate effectively, both orally and in writing
- Experience travelling in isolated backcountry locations
- Drivers License

This position is based in Skidegate



OPERATIONS

Seeking organized and motivated student to support the Operations Team!

Term: Approx. 8-16 weeks

Contact: Tana Hooper email tana.hooper@pc.gc.ca Phone: (778) 361-0457

Duties

- Clerical work
- Research
- Gear and equipment organization

Qualifications

- Education: Post-Secondary or Grade 12
- Experience: in using technology within a work environment (e.g. E-mail (Microsoft Outlook), Work (Microsoft Word), Excel (Microsoft Excel))
- Abilities: ability to communicate effectively orally; ability to communicate effectively in writing
- Personal Suitability: working effectively with others; showing initiative

This is an office based position is based in Skidegate

FINANCE and HUMAN RESOURCES

Are you interested in gaining experience in an office environment? We are looking for an organized and motivated individual to support the Finance and Human Resources Teams!

Term: Approx. 8-16 weeks

Contact: Sara Tiffany email: Sara.Tiffany@pc.gc.ca phone: (780) 883-0491

Duties

- Clerical work
- Data Entry
- Filing and Information Management

Qualifications

- Education: Post-Secondary or Grade 12
- Experience: in using technology within a work environment (e.g. E-mail (Microsoft Outlook), Work (Microsoft Word), Excel (Microsoft Excel))

This is an office based position is based in Skidegate



VISITOR EXPERIENCE and EXTERNAL RELATIONS

Are you passionate about sharing the cultural and natural heritage of Gwaii Haanas with visitors or through stories and videos? The Visitor Experience and External Relations Teams are hiring!

Term: Approx. 8-16 weeks

Contact: Miranda Post email: Miranda.Post@pc.gc.ca Phone: (778) 361-0132

Duties

- Creating presentations, community outreach activities and sharing Gwaii Haanas stories with a variety of audiences
- Assist in the setup and operation of booths at community events
- Learning about and assisting with graphic design, video production, photography and social media content creation
- Assisting with evaluation and tracking of communications activities (data entry, research, etc)
- Assist interpreters with guided hikes and orientation sessions;
- Run activity stations at the Haida Heritage Centre;
- Interact with visitors, answer visitor questions about Gwaii Haanas, share stories with visitors in the museum, at community events and on guided walks;
- Filing of information and compiling visitor data and statistics.

Qualifications

- Education: Grade 12 or Post-secondary
- Experience interacting with the public;
- Experience working both independently and in a team setting;
- Experience with MS Office apps, social media management, digital cameras and, bonus: Adobe design suite.

This position is based in Skidegate



Additional Information

- All jobs may require wearing a uniform and working on evenings and/or weekends.
- All positions may require a driver's license, for others it's an asset, please discuss with contacts mentioned for each position.
- All youth and students hired will be required to pass a security clearance.
- Parks Canada prohibits smoking in the work place.

What are the benefits for you? Working with Parks Canada will allow you to:

- Gain a paid-work experience in a friendly workplace where diversity and inclusion are valued.
- Build your employment history and acquire skills, whether you are starting or advancing your career!
- Expand your network, learn how we work to serve Canadians in many ways across Canada national historic sites and national marine conservation areas of Canada.

HOW TO APPLY:

Email your application package, including a cover letter (800 words maximum) detailing your interest in the position and how you meet the qualifications, a completed application form and your detailed résumé indicating the opportunity you are interested in to:

Alicia Pearson, Human Resources Manager
Gwaii Haanas Field Unit
60 Second Beach Road, Skidegate
Email: GwaiiHaanas.HR@pc.gc.ca

- It is your responsibility to provide appropriate examples that illustrate how you meet each qualification. Failing to do so could result in your application being rejected.
- When you apply to this selection process, please note which opportunities you are interested in.

We thank all applicants that apply, however only those selected for further consideration will be contacted. Parks Canada is committed to the spirit of the Gwaii Haanas Agreement and the principles of diversity and employment equity under the Employment Equity Act. We encourage women, Indigenous peoples, persons with disabilities and members of a visible minority group to self-identify in their application.