



Position Title: Program Technician

Organization: Alberta Lake Management Society

Send application to programs@alms.ca by November 1st, 2021

JOB SUMMARY

The Alberta Lake Management Society (ALMS) is seeking an outgoing individual with biology and/or environmental science backgrounds for our Program Technician position. The position is best suited for new or recent graduates from a Bachelor of Science or Masters of Science program with a focus on environmental science. The work term will run for 11 months (full time from mid-November to mid-October). The position will primarily involve office work through the winter and spring, and will involve fieldwork and considerable driving throughout the province in the summer.

WAGE: \$21.50/hour

ESSENTIAL FUNCTIONS

Winter - Spring:

- Undertake data analysis and report writing for a novel lake monitoring project in collaboration with ALMS staff and external collaborators
- Assist with the coordination and delivery of Winter LakeKeepers – involves communication and the organization of logistics with program participants, analytical laboratories and academic partners, as well as data management (some field work may be required)
- Educating local stewards and citizen scientists regarding water quality monitoring protocols and lake ecology
- Support additional ALMS programming and outreach
- Maintaining positive working relationships with volunteers and office staff

Summer - Fall:

- Conducting water quality sampling and data collection for physical, chemical, and biological parameters from personal watercraft at lakes across Alberta, according to Alberta Environment's Environmental Monitoring and Science Division protocols
- Coordinating and working alongside citizen scientists to assist with the collection of water quality samples

- Collecting water samples for the early detection of aquatic invasive species including Dreissenid mussels, spiny water flea, and Eurasian watermilfoil
- Calibrating and maintaining water quality monitoring equipment including multi-meters
- Processing and preserving water quality samples
- Arranging for sample delivery to analytical laboratories
- Educating local stewards and citizen scientists regarding water quality monitoring protocols and lake ecology
- Support additional ALMS programming and outreach
- Maintaining positive working relationships with volunteers and office staff

JOB QUALIFICATIONS

- Experience with data synthesis and environmental report writing is required (report writing experience that integrates water chemistry data is an asset)
- Experience managing and analysing large datasets is required (experience working in R is an asset)
- Experience making maps in ArcMap is an asset
- Must possess a background in biology/environmental science (water quality / limnology experience is an asset)
- Must hold at least Bachelor's level of post-secondary education
- Must be personable and enthusiastic; work/volunteer experience related to interaction with the public is essential
- Must be able to work independently and possess an enthusiasm for working in various outdoors conditions (insect activity, inclement weather, rain, cold, etc.)
- Willingness to camp (camping experience is an asset)
- Must be available full time throughout the contract length (40 hours per week)
- Must have a flexible schedule to accommodate field work (including possible weekends/evenings/holidays)
- Excellent organizational skills and the ability to adapt to last minute schedule changes
- Possess attention to detail in regards to protocol, documentation, and scheduling
- Must possess a valid driver's license
- Must be fully vaccinated against COVID-19 in order to protect the health of office staff and ALMS stakeholders. Must be willing to provide proof of vaccination status

Please submit a résumé with cover letter as one PDF document to Caleb at programs@alms.ca. In your cover letter, please indicate your availability and highlight relevant education, work, and volunteer experiences that demonstrate your knowledge, organizational skills, adaptive abilities, and suitability for working with the public. Please clearly indicate how you meet the job qualifications.