



Job Position (4): Plastic Pollution Program Assistants

Job Location: Home base will be located in Collingwood with some travel around Georgian Bay including as far North as Pointe au Baril on the Eastern side and Tobermory on the Western.

Georgian Bay Forever (GBF) is a registered Canadian charity whose mission is to protect the waters of Georgian Bay. GBF funds and conducts accredited research into water levels, water quality, ecosystems and invasive species. GBF educates the public, key economic and environmental stakeholder groups and governments at all levels on issues of environment protection and preservation of the water and natural features in Georgian Bay.

Plastic pollution is a major environmental concern in Georgian Bay and the entire Great Lakes Basin, which is the largest freshwater system in the world. More than 10,000 tonnes of plastic end up in our water and tributaries every year. Beyond visible litter which can be referred to as macro waste, microplastics, many of which are no larger than the width of a single human hair, are present in extremely high concentrations throughout Georgian Bay and the Great Lake system. Georgian Bay Forever's Divert and Capture and Diversion 2.0 Projects, are working to fight plastic pollution in Georgian Bay with the installation of waste capturing devices, community engagement and complementary public education programs.

Position Description: Under the supervision of GBF Project Coordinators, the Plastic Pollution Program Assistants will contribute to the planning, organization and delivery of GBF's Divert and Capture and Diversion 2.0 Project objectives, goals and activities.

Responsibilities (included but not limited to):

- Commitment to the mission, mandate and values of GBF;
- Build and sustain relationships with community groups who will assist in delivering key activities;
- Manage, educate and oversee volunteers for deep dive waste characterizations of the waste being captured in diversion technologies around the Bay (Seabins, Gutter Bins and Trash Traps);
- Assist in developing and delivering education opportunities working with community partners, including hosting workshops, engaging local elementary high schools and attending local events;
- Communicate effectively with the public, volunteers and project principals through individual and group presentations either in person or online;
- Public education on microfibre capturing filters being installed on washing machines in Collingwood;
- Recruitment of volunteers to participate in the diversion activities associated with specialized filters on washing machine effluents;
- Communicate with local businesses and schools about GBF's Plastic-Free Georgian Bay Campaign and assist in conducting single-use plastic audits with the intention of having businesses become members of the program;
- Organize and participate in weekly shoreline cleanups and oversee onsite volunteers;
- Assist with research components, database management, analysis, report writing and training teams in data collection protocols as needed, specifically related to waste characterization and deep dive protocols of plastic pollution being captured within the diversion technologies;
- Engage the public with both hands-on activities at events and through online communications;
- Identify creative opportunities for educating the public and acquiring new project volunteers;

- Provide input for GBF communications including potential project stories, video clips, photos, participant lists, activity schedules, pamphlets, reports, etc.;
- Assist in the execution of volunteer and school-based plastics waste characterization events in various communities throughout the year;
- Work with partner organizations (other environmental orgs, municipalities, local indigenous groups, ratepayer associations) to deliver on project objectives;
- Provide administration support to report on grant;
- Other duties as assigned

*GBF will ensure all Ontario public health advisories are followed by its staff in light of the coronavirus pandemic. How staff communicates and interacts with the public will change with government and public health protocols and guidelines. Interactions between staff will follow public health coronavirus advisories.

Skills, Qualifications, and Competencies Required:

- Excellent oral and written communication skills, including public speaking and presentation skills;
- Feel comfortable engaging in conversations with the public;
- Excellent at motivating and overseeing volunteers of all ages in activities;
- Ability to multitask;
- Strong computer skills using MS Word, Excel and Power Point;
- Experience using video conference applications such as Zoom;
- Strong interpersonal skills and ability to work as part of a team;
- Motivated, independent, and detail-oriented with the ability to work unsupervised;
- Be adaptable, decisive, and creative;
- Demonstrated professionalism, judgment and discretion in communication with the public and volunteers;
- Must possess a valid driver’s license and have access to a vehicle daily;
- Be enrolled in or completed a university degree, college diploma or a combination of relevant experience in environmental science/studies;

Hours: Monday to Friday, 35 hours per week. Please note this position will require some weekend and evening work.

Salary: \$16/hour

Expected Start and End Date: This full-time summer contract position will start Tuesday, May 25, 2021 and end Friday, September 3, 2021 (15 weeks).

Application Deadline: If you are interested in joining our team, please forward your résumé, and cover letter in a single pdf, indicating “Plastic Pollution Program Assistant” in the subject line to Georgian Bay Forever via e-mail: nicole.dimond@gbf.org. Deadline for applications is April 1st, 2021. We thank everyone who applies for their interest but only candidates selected for an interview will be contacted.