

Facilities Assistant

This is a grant funded position made possible through the generous support of the Government of Nova Scotia through the Department of Labour, Skills and Immigration - Youth Initiatives, Summer SKILLS student job program.

Eligibility

A person is eligible for this position provided they are:

- entering full time post-secondary studies in the fall following the summer work term
- continuing full-time post-secondary studies following the summer work term
- the applicant must be a permanent resident of the province or live in Nova Scotia for at least six months prior to the work term

Applications Closing Date

May 13, 2022

Term of Employment

June 2, 2022 – August 15, 2022

Compensation

\$15.00 hourly plus 4% vacation pay based on thirty-five (35) hours per week.

Work Location

FORCE Visitor Centre, 1156 West Bay Road, Black Rock (10 km from Main Street, Parrsboro) in Cumberland County, NS.

Position Overview

The Facilities Assistant will work out of the FORCE Visitor Centre greeting guests, engaging with the public about marine habitat and research, developing content for social media, lawn and yard maintenance, general building maintenance, cleaning and assisting with ongoing research.

Specific activities of the Facilities Assistant include:

- Educating guests about Fundy Ocean Research Centre for Energy's work in tidal stream research
- Informing guests about FORCE's work in marine and environmental research
- Promoting attractions in the surrounding area and community partners
- Supporting FORCE's environmental effects monitoring program activities and staff
- Cleaning and upkeep of the Visitor Centre
- Assisting with Marine Radio Operator Program
- Lawn and ground maintenance
- Following Health and Safety policies

Position Requirements

- Curiosity about the environment
- Willing to share ideas
- Willing to work weekends and holidays
- Willing to learn applications such as Microsoft Office including Excel, Word, Teams
- Reliable transportation to and from work
- Participation in training specific to the position including First Aid and WHMIS if necessary (training expenses paid by employer)
- Other duties as required

Applications

We value diversity and inclusion at FORCE. We actively encourage applications from members of communities with historical and/or current barriers to equity, including, but not limited to: Mi'kmaq and other Indigenous peoples; African Nova Scotians and members of communities that commonly experience discrimination due to race, ancestry, colour, or place of origin; persons with visible and/or invisible (physical and/or mental) disabilities; persons who identify as women; and persons of marginalized sexual orientations, gender identities, and gender expressions. If you are a member of an equity group, you are encouraged to self-identify, on your application form, cover letter, or on your resume.

Applications including resume and cover letter with the subject heading "Facilities Assistant-Parrsboro" should be emailed in PDF format to jobs@fundyforce.ca **on or before May 13, 2022**. FORCE appreciates submissions from all qualified individuals however only those applicants selected for interviews will be contacted.

About FORCE

FORCE is Canada's lead research facility for tidal stream technology, created to better understand how this technology can play a role in Canada's clean energy future and help respond to climate change impacts. FORCE provides offshore and onshore electrical infrastructure to connect devices to the power grid and conducts environmental monitoring and research to understand any potential environmental effects.

FORCE is a private, not-for-profit company operated by a staff, governed by a board of directors, and guided by input from an independent Environmental Monitoring Advisory Committee and a Community Liaison Committee. FORCE has received support from the Government of Canada, the Province of Nova Scotia, the Offshore Energy Research Association, and participating developers.