



## EMPLOYMENT OPPORTUNITY

**Position:** Environmental Resources Assistant

**Division:** Recycling & Waste Management

**Type:** Temporary Summer Position, CUPE

**Application Deadline:** January 30, 2026 by 4:30 pm

**Applications:** Qualified applicants are invited to apply online at [careers-cvrd.icims.com](https://careers-cvrd.icims.com)

**Competition Number:** 25013-E

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The Cowichan Valley Regional District is now accepting applications from prospective candidates to work as an Environmental Resources Assistant in the Recycling & Waste Management Division for summer 2026.

### General Information

Reporting to the Senior Manager, Recycling & Waste Management, the Environmental Resources Assistant works closely with and receives daily supervision and support from the Environmental Technologist I and other solid waste staff to:

- Conduct surveys on illegal dumping hotspots
- Research short-term and long-term waste and recycle disposal options
- Compile waste data and prepare brief reports
- Provide public outreach and education on reuse, reduce and recycling
- Conduct waste audits in the community and at the Bings Creek Waste Transfer Station
- Provide support for expansion of and increased participation in regional waste diversion programs
- Assist with environmental sampling
- Assist with other tasks that will help support the implementation of the regional solid waste management plan.

### Qualifications

- Preferred candidates will be enrolled in an Environmental Studies or related technical program, and have demonstrated interest, involvement or experience in environmental initiatives.
- A sound working knowledge and experience with Microsoft Office is required.
- A valid Class 5 or Class 7 BC drivers' license, and a Basic First Aid certificate are required.
- The successful candidate possesses effective interpersonal skills, including working well with customers and the public and the ability and willingness to:
  - complete waste (garbage and recycling) audits to determine the level of contamination (training will be provided)
  - communicate effectively both verbally and in writing
  - multi-task and work independently when needed
  - utilize Microsoft Office proficiently.
- Preference will be given to candidates aged 15-30 years as per the Canada Summer Jobs Program through Service Canada, however, candidates outside of this age range will be considered.

**Hours of Work:** This position is available for 17 weeks commencing May 4, 2026 and continues until August 28, 2026, subject to funding. Hours of work are 35 hours per week, Monday to Friday. Occasional weekends may also be required for waste audits and to attend community outreach events.

**Salary:** This temporary position is unionized (CUPE Local 358) and is compensated at \$25.32 per hour. Additionally, this position will receive 14.5% in lieu of benefits, statutory holidays and vacation, bringing compensation to \$28.99 per hour. (2025 wage rates)

**To Apply:** Please submit a resume and cover letter at the link above by 4:30 pm on the date indicated. Please include a driver's abstract with your application.

*Date posted: December 4, 2025*