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## Job Description for Summer Intern Employment 2023

**Title:** Environmental Program Co-Ordinator

**Candidate Qualifications:** For University or College students enrolled in faculties focused on environmental studies; requires online research, report writing and good communication skills; needs to be knowledgeable in the management of social media platforms including Face Book and Instagram; candidates need to be local to and knowledgeable of the Thousand Islands area of the Upper St. Lawrence River Community; experience with event organization is an asset. **NOTE:** This Job Opportunity is funded by Federal Student Work Placement Programs. Applicants must meet the requirements of these programs to be eligible for this position.

**Workplace:** TIA is managed by a volunteer Board of Directors that operates remotely from at-home locations; this position can function most of the time from at home as well; travel is required occasionally to organize and manage events; candidates to supply their own Internet and transportation. TIA Health and Safety and Work Environment Policies/Practices apply to this position. Candidate to attend and present a progress report at the Annual General Meeting held Saturday July 22, 2023. Candidate is required to submit a work report to the Board one week before the end of the term of this position outlining a summary of achievements, progress with committee objectives, and an outlook for the future.

**Hourly Wage:** \$17.50 plus expenses for prior approved travel.

**Duration:** 40 hours per week, May 1 – August 25, 2023, Flex time required to accommodate periodic weekend events.

**Application:** Applications are to be submitted by email [thousandislandsassociation@gmail.com](mailto:thousandislandsassociation@gmail.com) addressed to the Thousand Islands Association for the Preservation of River Quality Inc., Attention: Secretary-Treasurer. Applications will be reviewed when, and in the order, they are received but no later than 7 April 2023.

## **TIA Mission Statement**

The Thousand islands Association (TIA) is a not-for-profit organization, founded in 1934, that is supported by hundreds of Canadian and American members who own property and/or boat and enjoy travel and leisure in the 1000 Islands region. TIA's mission is to promote river safety, encourage environmental awareness and support the community for the benefit of the 1000 Islands region of the St. Lawrence River (see [www.thousandislandsassociation.com](http://www.thousandislandsassociation.com)).

## **General**

To assist TIA in fulfilling the vision of its Mission Pillars by engaging in research and the development, delivery and implementation of TIA programs and communications with the TIA membership and the upper St. Lawrence River (SLR - Kingston to Brockville) Thousand Islands River community of residents, seasonal visitors and local businesses.

## **Environmental Awareness**

Under the direction of the TIA Chair of the Environmental Awareness Committee:

1. To act as liaison ambassador with selected environmental focus groups including: Canada based – Thousand Islands Watershed Land Trust [www.tiwt.ca](http://www.tiwt.ca); Frontenac Arch Biosphere [www.frontenacarchbiosphere.ca](http://www.frontenacarchbiosphere.ca); and the Invasive Species Centre [www.invassivespeciescentre.ca](http://www.invassivespeciescentre.ca); and USA based – Save the River (including Upper St. Lawrence RIVERKEEPER) [www.savetheriver.org](http://www.savetheriver.org); SLELO Prism [www.sleoinvasives.org](http://www.sleoinvasives.org); Thousand Islands Land Trust [www.tilandtrust.org](http://www.tilandtrust.org). To develop local TIA program content (copy and photos) including online presentations such as webinars. Help to share these organization's events and content via our social media to show dedicated support.
2. To organize and manage implementation of TIA's Environmental anchor event "Trash Free River Clean Up" (TFRC) to include the SLR shoreline and islands. One TFRC to take place with high school or middle school students from Gananoque in the spring, and another TFRC day to take place mid-summer with seasonal residents
  - a. Organize & communicate with all participants and make sure waivers are signed
  - b. Contact town and media outlets for ongoing exposure for these events
  - c. Post on all social media platforms for TIA
  - d. Track all trash collected and record so TIA can use measurable data on social media and compare with other water clean-up initiatives

3. Turtle Nest Protectors Project – manage distribution of 18 new stations, including educating the river community with the continued help of Parks Canada’s Refocus/Action/Results/Exceed (R.A.R.E) program and liaise with Turtles Kingston [www.turtleskingston.com](http://www.turtleskingston.com). Push out messaging on TIA social media about the initiative and where the stations are located.
4. Great Lakes Plastics Cleanup Project, which uses innovative plastic capture technologies. Participate with TIA’s Seabin located at the Gananoque Municipal Marina. This is an ongoing program to create community awareness and to promote engagement campaigns. In concert with Marina staff, oversee tracking of the trash &/or micro plastics collected via the Seabin, and push out a broad range of social media messaging and educational materials to the river community in liaison with Pollution Probe [www.pollutionprobe.org](http://www.pollutionprobe.org) and the Council of the Great Lakes Region.
5. Fishing Line Recycling Stations (FLRS) Program – a monofilament fishing line collection, disposal and recycling initiative to provide an option for anglers to dispose of fishing line that is harmful to aquatic species in an environmentally friendly manner (see [Toronto Star](#) article). Participate in the distribution of FLRSs in predetermined areas and provide website inputs for mapping. Push out messaging on social media of FLRS locations, what they are, and how they are managed. Liaise with Angler Organizations to promote the sport and FLRS endorsement, increase environmental awareness, and develop TIA membership support to grow the program.

## **River Safety**

Under the direction of the TIA Chair of the River Safety Committee:

1. Research program opportunities related to resource conservation and environmental protection arising from materials used by the boating sector – for example, safe chemical disposal of outdated emergency pyrotechnic flares, fuel transfer regulations, and disposal of hazardous product containers.
2. Initiate communications with community, provincial, and federal authorities having jurisdiction over regulations on boating, docking, and anchoring to determine their programs and initiatives addressing human safety, resource conservation, and environmental protection – for example, Transport Canada, Canadian Coast Guard, Parks Canada, and the Ministry of Natural Resources and Forestry.
3. Develop educational content for river safety to post on TIA’s website and circulate that content via social media on topics including fire prevention, speed zones,

responsibility for boat wakes, and reminders of official safety requirements including use of life jackets, navigation lights, VHF radios, and signaling devices.

### **Community Support**

Under the direction of the TIA Chair of the Communications Committee:

1. Write articles that connect with environmental awareness for TIA's monthly e-newsletter, and provide input for TIA's website concerning programs and educational information and links.
2. Monitor and participate on TIA social media platforms to promote community education focused on green services, resource conservation and environmental protection.
3. Initiate direct social media and e-blast communications promoting TIA Mission Pillars and programs, local business, and events to connect residents of the upper St. Lawrence River community and to attract seasonal visitors to engage in recreational and environmental awareness experiences and opportunities in the internationally recognized historic and culturally distinct 1000 Islands.

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