



Parks Co-op Student (Temporary)

📅 Posted 13-Jan-2025 (PST) | 📁 Parks | 💰 \$ 24.16-26.18 per hour

| 🕒 Full-time Temporary | 🏢 CUPE

| 📌 Additional 15.5% in lieu of benefits, vacation and statutory holidays.

Penticton is a vibrant, innovative, healthy waterfront City focused on sustainability, community, and economic opportunity. At the City of Penticton, our goal is to serve our residents, businesses, and visitors through good governance, partnership and the delivery of effective and community-focused services.

The City of Penticton's **Parks Department** is in search of a highly skilled and energetic individual for the temporary (4 months - Summer Term) **Parks Co-op Student** position. The Parks branch of Public Works is responsible for the development, operation and maintenance of the parks, beaches, sports fields, trails and cemeteries within our community.

Reporting to the Parks Planner, the **Parks Co-op Student** will gain valuable experience in GIS, environmental resource management, asset management and Park planning and operations. You will have a chance to work with dedicated staff members that will share a passion for working in this remarkable environment, and strengthen your knowledge in how an amazing municipal parks system is run. Penticton features a wide variety of parks for you to work within and for you to experience the natural beauty of the Okanagan. Parks are an important element of Penticton's superb quality of life, providing beauty and tranquility and recreation opportunities throughout our community.

Responsibilities:

- Provide assistance to the Parks Planner and Parks Technicians.
- GIS data entry and evaluation.
- Cartographic production, data compilation/editing/creation, geodatabase design and creation, GIS analysis, geoprocessing, georeferencing, data conversion and metadata implementation.
- Edit, revise, update and correct existing ArcMap and Esri digital maps using Esri/ArcGIS software (ArcMap, ArcSDE, ArcGIS Pro, ArcGIS Online, ArcGIS Enterprise, ArcGIS Collector and Field Maps).
- Field data collection of park assets and maintain quality control and inspect final compositions to ensure completeness and accuracy.
- Promote and co-ordinate the City's Adopt-A-Park program..
- Liaise with consultants, members of the public, contractors, and field staff.

Required Knowledge, Abilities & Skills:

- Knowledge of computer applications including AutoCAD, GIS, ArcGIS Desktop/Esri Suite, Microsoft Office and other related software.
- Experience in using, editing, and creating digital products with ArcGIS Experience Builder, WebApp Builder, Dashboards, and Survey123.
- Familiarity with field surveying concepts, and coordinate geometry using Field Maps.
- Knowledge of drafting, design techniques and parks specifications, methods and techniques would be an asset.
- Data collection and entry with the ability to maintain accurate records.
- Must be able to work outdoors in all weather conditions and may require long periods of walking/biking.
- Ability to lift and move items up to 50lbs.
- Knowledge of safe work practices related to equipment, tools and work in roadways.
- Able to perform assignments with minimal supervision.
- Strong organizational, problem-solving and communication skills (written and verbal).
- Excellent people skills.

Education, Training & Experience:

- Enrolled in a GIS program or related discipline.
- Valid Class 5 Driver's Licence; Class N is acceptable.

At the City of Penticton, we recognize that great talent and great ideas come from a variety of backgrounds. Tapping into the diversity of our community makes us all stronger and allows us to serve Penticton even better.

That's why we welcome all applicants to consider joining our team. We encourage Indigenous persons, people of colour, all genders and expressions, 2SLGBT2QIA+, persons living with disabilities, and others who reflect our ever-changing workplace to apply.

So, if your experience is close to what we're looking for, we would love a chance to talk about working with you. We welcome your cover letter and resume by **January 31, 2025**.

If you require any accommodations during the recruitment process, please contact us at HR@penticton.ca (mailto:HR@penticton.ca), we'd be happy to hear from you!

Position type: Full-Time Temporary Assignment (4 months, 40 hours per week). Summer Term

Wage: \$24.16 - \$26.18 per hour / The rates of pay will vary according to the term identified by the institution

Benefits: Additional 15.5% in lieu of benefits, vacation and statutory holidays.

Comp #: 25-09

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