



PARKS PARTNER PROGRAM LEADER

Regular Full Time & Temporary Full Time (approx. 6-months)

About Us

One of BC's Top Employers, the City of Coquitlam offers meaningful career opportunities to make a difference within the local community. As the sixth largest city in BC, we are home to more than 150,000 residents. Our diverse municipality is a great place to work as it continues to grow through innovative urban design, inspiring arts, culture and recreation programs, and state-of-the-art transportation systems. Our brand is built on managing our resources in a responsible and sustainable manner, while supporting a vibrant, growing regional urban centre. We envision a bright future in Coquitlam that we hope includes you!

About You / What We Are Looking For

Are you passionate about Parks and excited about working with community volunteers to bring Coquitlam Parks alive? If so, this position is for you! We are currently looking for a Regular Full Time Parks partner Program Leader.

Reporting to the Park Spark Program Supervisor, you will be responsible for implementing an expanded volunteer engagement initiative, working with local residents, business, schools and services groups to enhance Coquitlam's parks. You will further be responsible for recruiting, training and working with local volunteers on various projects relating to the upkeep and enhancement of parks and recreational areas in Coquitlam. You will also provide support within your team for the implementation of various park based programs, and promote these programs to the public and community organizations, utilizing your excellent communication skills. As well, you will build relationships with community organizations, and work with Park Operations staff to deliver and schedule specific volunteer experiences. Finally, you have the ability to perform manual tasks, and use equipment such as power mowers, cultivators, leaf blowers, gas-powered weed eaters, and power saws.

If you would like to utilize your effective communication and relationship building skills while working with a variety of internal and external contacts, and enjoy volunteer engagement and management, we encourage you to apply!

Qualifications

- High school completion, supplemented by basic horticulture courses.
- Some experience in general parks maintenance and gardening work and volunteer coordination, or an equivalent combination of training and experience may be considered.
- Driver's License for the Province of British Columbia or equivalent (with satisfactory driver's abstract)
- This position requires afternoon, evening and weekend work.

What We Offer:

This CUPE position has an hourly rate of \$35.57. The rate of pay is based on a variety of factors including qualifications, knowledge, experience and skills.

You will have the chance to join a rapidly growing and diverse team dedicated to supporting the local community, and be able to engage in variety of learning and development opportunities. Additionally, there is an opportunity to participate in an earned day off program. The City offers an attractive vacation and extended benefits package, including the ability to contribute to the Municipal Pension Plan.

Accessibility / Equal Opportunity Employer

The City of Coquitlam is proud to be an Equal Opportunity Employer working towards enhancing equitable practices in our recruitment and retention processes. As an organization we are committed to creating an inclusive work environment to support our growing and diverse work force. To learn more about what equity, diversity, and



inclusion means, and the City's efforts in support of these principles, please visit coquitlam.ca/edi for more information.

If at any time during the application or recruitment process you require additional assistance or an accommodation, please contact our team for confidential support. Staff can also provide in-person support if required.

Applicants under consideration may be required to undergo a police information check (with no adverse reports).

Good people make Coquitlam great, sign up for career alerts through our recruitment portal to stay up to date about opportunities within our team, or follow us on [LinkedIn](#) to learn more about how #YouCouldWorkHere too!

Please apply online at www.coquitlam.ca/careers by 11:55 pm on April 24, 2025.

We thank all applicants for their interest; however, only those selected for an interview will be contacted.