
Summer Environmental Ambassador Co-op

DEPARTMENT:	Engineering and Public Works	STATUS:	Auxiliary
NO. OF POSITIONS:	Two	UNION:	CUPE, Local 387
HOURS OF WORK:	35 hours per week <i>May include evenings & weekends</i>	SALARY:	\$25.97 to \$30.39 per hour + 12% in lieu of benefits and vacation

As a central hub in the Metro Vancouver area, the City of New Westminister delivers a broad spectrum of urban services to over 92,000 residents. New Westminister is rich in history with a viable and thriving economy and has a population representative of the diversity of the region. The City is staffed by talented and dedicated employees who work together to achieve its strategic vision. We have earned a proud reputation for civic leadership, service delivery, and outstanding employee relations.

We have two auxiliary positions available for Summer Environmental Ambassador co-op terms. We are seeking hard working, motivated, independent and team-oriented students to assist our Engineering and Public Works department with initiatives related to Water Conservation and Solid Waste and Recycling, specifically with the implementation of the City's Water Conservation practices, and Recycling Contamination Reduction Plan.

This co-op term will start on approximately May 4, 2026 and end in August 28, 2026.

Key Duties & Responsibilities:

- Implement actions in the City's Contamination Remediation Plan (CRP), including but not limited to promotion & education, cart audits, data entry and tracking.
- Patrol neighbourhoods by foot, bike or motor vehicle. Record instances of contaminated carts or water misuse, provide education to residents and issue warnings, as necessary.
- Develop promotional and education materials, and engage with residents on proper recycling and water conservation practices within the community.
- Organize and attend public events to promote awareness and distribute educational material on proper recycling techniques and water conservation practices.
- Correspond with members of the public, including answering questions, providing resources, and responding to inquiries in person, via email, or over the phone.
- Prepare and maintain reports, records and correspondence.
- Investigate and resolve complaints from the public.
- Organize and attend regular team meetings.

If you have the following Characteristics and qualifications we want to hear from you:

- Minimum one-year post-secondary education with a focus in waste management, water conservation, environmental studies, marketing and communications, project management, engineering or related fields.

- Knowledge of the City's recycling program, particularly the Contamination Remediation Plan, and familiarity with the City's Water Shortage Response Plan and water conservation initiatives.
- Proficient in the use the Microsoft Office suite, including Word, Excel, PowerPoint, and Outlook.
- Ability to prepare and maintain records, reports, correspondence and various other work-related materials.
- Professional work experience interacting with members of the public, including public engagement, customer service, or outreach.
- Valid BC Driver's License considered an asset.
- Must be able to work outdoors in all weather conditions. May require long periods of walking.
- Ability to communicate clearly, both verbally and in writing.
- Ability to engage the public and speak in front of a range of audiences.
- Excellent interpersonal skills.
- Ability to pass and maintain a clear Police Information Check (PIC).

Apply with your **cover letter and resume in one document** at www.newwestcity.ca/employment by **April 5, 2025.**

Join a team of enthusiastic and innovative employees, and help us build a vibrant, compassionate, resilient city where everyone can thrive!

To support a workforce that reflects the diversity of our community; women, Indigenous Peoples, racialized individuals, persons of diverse sexual orientation, gender identity or expression (LGBTQ2S+), persons with disabilities, and others who may contribute to diversity of our workforce, are encouraged to express their interest.

New Westminster is on the unceded and unsundered land of the Halq'eméylem-speaking peoples. It is acknowledged by the City that colonialism has made invisible their histories and connections to the land.

We are learning and building relationships with the people whose lands we are on.

*We thank all applicants for their interest and advise that only those selected for an interview will be contacted.
This position is only open to those legally entitled to work in Canada.*