



Competition #V2012 Legislative Assistant (Full-Time, Temporary)

Closing Date: 4:30pm, Thursday, July 16, 2026

The Sunshine Coast

A natural paradise blessed with mild winters, beautiful surroundings, and showcasing the best aspects of outdoor adventure, arts, and culture. Bordered by rugged mountains and blue ocean waters, situated on a peninsula (not an island) in the ancestral lands of the shíshálh (Sechelt) and Skwxwú7mesh (Squamish) First Nations, this is the Sunshine Coast. Whatever hobby or interest you might enjoy, we have it right here. Hike the trails, get out in a kayak, try golfing, swimming, fishing, cross-country skiing, attend festivals, visit museums, go whale-watching, or any of the other recreational activities that are right at our doorstep. Big city life is only a 40-minute ferry ride away. A preferred tourist destination, a great place to live and play, now is the time to consider making this amazing place your home.

Legislative Assistant Position Overview

The Sunshine Coast Regional District (SCRD) is currently inviting applications for the temporary full-time position of Legislative Assistant to provide support to the current Legislative Assistant with election related activities. This position provides confidential administrative support to the Deputy and Corporate Officer, as well as a wide range of professional administrative duties under tight deadlines. This position requires a high level of accuracy, confidentiality and discretion. Further details are included in the job description found at www.scrd.ca/careers.

Compensation and Benefits

We offer a competitive compensation package available as soon as you join us! Immediately upon hire this position includes an additional \$3.05 per hour cash-in-lieu of benefits, offers 6% vacation pay, and after 30 days of employment the wage rate will include an additional 5% in lieu of statutory holiday pay. After 90 days of employment, casual employees are eligible for up to five (5) paid sick days for previously scheduled work. Please note that current regular employees of the SCRD who post into temporary vacancies will retain full benefit coverage.

The Legislative Assistant is a bargaining unit position with a wage rate of **\$39.81 per hour**, working 35 hours per week, in a temporary capacity. At the close of the temporary assignment, there will be the opportunity to move from temporary part-time to casual along with the opportunity to join the General Casual List and potentially access work in other areas.

How to Apply

We welcome your application! Please send a current resume and a cover letter quoting the competition number via [email](mailto:hr@scrd.ca) by the closing date and time shown above. **In the subject line of the email please include your name and the competition number.** The SCRD is committed to equitable access to employment opportunities. We value a diverse workforce to best represent the communities we serve, and we thank all applicants in advance for your interest.

Contact: hr@scrd.ca or www.scrd.ca/careers