



The Lake Winnipeg Foundation is hiring for the position of the Field and Data Technician. This position is based out of Winnipeg and includes travel throughout southern Manitoba. The position is 40 hours per week, \$15.55/hr, from January 10 – April 22, 2022.

### Responsibilities

Reporting to the Programs Director, the responsibility of the Field and Data Technician is to support the field work and data management activities of the Lake Winnipeg Community-Based Monitoring Network, enabling the collection of robust and credible citizen-generated water data. Tasks will include:

Data management and reporting:

- Managing database to ensure data traceability
- Preparing dataset for online sharing
- Assisting with data analysis and report preparation
- Assisting with annual Lake Winnipeg Community-Based Monitoring Network gathering

Field work and volunteer support:

- Preparing flow and water level equipment for spring deployment
- Preparing sample packs for volunteers and partners
- Assisting with in-field training sessions for new volunteers
- Assisting with monitoring water levels online through the Water Survey of Canada to coordinate sampling activities across network
- Conducting weekly water sampling activities in southern Manitoba, using LWCBMN protocols and equipment (pending spring melt)
- Coordinating collection of flow and water level data (pending spring melt)

Other

- Representing LWF in a manner consistent with its mission, vision and values
- Other duties as required

### Qualifications

The successful applicant will have:

- A combination of education/experience in a relevant field (science; environmental science; engineering)
- Experience conducting field work and managing data
- Exceptional organizational skills and proven attention to detail
- Strong written and verbal communication skills
- Ability to multi-task effectively and meet deadlines in a fast-paced environment

- Adaptability, resourcefulness, ability to think on your feet
- Energy and enthusiasm
- Ability to work well in a diverse team environment
- Demonstrated proficiency in Microsoft Office, especially Word and Excel
- Ability to undertake physical field work activities
- Registered driver's licence
- Knowledge of Lake Winnipeg communities and issues affecting lake health is an asset

**Funding for this position requires applicants to meet the following eligibility criteria:**

- Be between 15 and 30 years of age (inclusive) at the start of employment;
- Be registered as a full-time student during the preceding academic year;
- Intend to return to school on a full-time basis during the next academic year;
- Be willing to commit to the full duration of the work assignment and will not have another full-time job (over 15 hours a week) during the work term
- Be a Canadian Citizen or permanent resident, or have refugee status
- Have a valid social insurance number and be legally entitled to work in Canada

LWF's hiring, promotion and compensation decisions are based on assessment of employee skills, ability and experience with respect to the requirements of the position.

Interested applicants should forward their resume and cover letter by email to [chelsea@lakewinnipegfoundation.org](mailto:chelsea@lakewinnipegfoundation.org) (Subject: Field and Data Technician).

**Applications are due by end of day, Thursday, November 25, 2021. Thank you for your interest. Only candidates to be interviewed will be contacted.**

The Lake Winnipeg Foundation (LWF) is an environmental non-governmental organization advocating for change and co-ordinating action to ensure a clean, healthy Lake Winnipeg and watershed, now and for future generations.

**[lakewinnipegfoundation.org](http://lakewinnipegfoundation.org)**