



Job Application Form – Invasive Species Program Assistant 2025

For details on qualifications and responsibilities for the position of Invasive Species Program Assistant, please refer to the job posting on our website.

Any information provided in this form will be kept confidential and not shared with others.

1. Application Process

Thank you for your interest in working with the Columbia Shuswap Invasive Species Society. Please fill out the following form with as much detail as possible and **email it along with your resume, Driver's abstract with 3 years clean driving record and claims history in PDF format to info@columbiashuswapinvasives.org by June 13, 2025.**

We are an Equal Opportunity Employer and committed to creating a diverse, equitable, and inclusive work environment. We welcome and encourage individuals who self-identify as members of underrepresented and underserved groups.

We thank all candidates for their interest. Only short-listed candidates will be contacted for an interview.

1.1. Personal Information

First Name: Click or tap here to enter text.

Last Name: Click or tap here to enter text.

Email: Click or tap here to enter text.

Phone Number: Click or tap here to enter text.

Education: Click or tap here to enter text.

Current Address: Click or tap here to enter text.

Are you eligible to work in Canada? (According to the Government of Canada, to be eligible, you need a valid work permit, have the status of landed immigrant, permanent resident or be a Canadian citizen)
Click or tap here to enter text.

Do you meet the below application requirements (check boxes if yes):

- ☐ Current Worksafe BC OFA Level 1 or [equivalent](#) First Aid certification
- ☐ A valid BC driver's license (Class 5) with 3 years driving record and claims history (no at fault accidents in the last 3 years; must have 3 or fewer road tickets in the last 3 years; must have no criminal convictions under the motor vehicle act) – these are rules of the Kootenay Carshare Co-op where we lease vehicles from.

We have applied for [Canada Summer Jobs Wage Subsidy](#) for this position.

To be eligible, youth must:

- be between 15 and 30 years of age at the start of the employment;
- be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act for the duration of the employment*; and,
- have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations.

Are you eligible for Canada Summer Jobs requirements stipulated above?

- ☐ Yes
- ☐ No
- ☐ I'm not sure, please contact me

In 2025, Canada Summer Jobs will address the following priorities:

- Opportunities for youth with disabilities
- Opportunities for youth that are underrepresented in the labour market, including: Black and other racialized youth; Indigenous youth; 2SLGBTQI+ youth

Do you meet **any** of the above priorities for a Canada Summer Jobs wage subsidy position (optional)?

[Click or tap here to enter text.](#)

Please select all you identify with (this question is optional)

- Indigenous ☐
- LGBTQ+ ☐
- Womxn ☐
- Person of Colour ☐
- Other (please specify) [Click or tap here to enter text.](#)
- Would rather not disclose ☐



1.2. Relevant Experience

In 150 words or less, indicate how your skillset can help support and grow the CSISS education and outreach program, e.g. door to door outreach, information booths, presentations, youth activities, speaking with the public? (Please list relevant skills and/or experience and where it was obtained)

Click or tap here to enter text.

In 150 words or less, describe any knowledge of invasive species and/or experience teaching about environmental issues. (Please list where and duration of experience)

Click or tap here to enter text.

In 150 words or less, describe why you believe you would be the best candidate for this position. (Bullet point form is acceptable)

Click or tap here to enter text.

1.3. Assignment

In 50 words or less, create a social media post (Facebook or Instagram) about an invasive species of your choice and ways people can take action.

Click or tap here to enter text.

1.4. Certification

Check any current certifications/accreditations you have.

- Current Worksafe BC OFA Level 1 First Aid Certification or [equivalent](#) ☐
- BC Class 5 Driver's License ☐
- Other (please list all) [Click or tap here to enter text.](#)

If you are planning or willing to obtain any certifications/accreditations before the position start date, list them below including date of course and organization hosting the course.

Click or tap here to enter text.

THANK YOU!

**IF YOU HAVE ANY FURTHER QUESTIONS OR COMMENTS, PLEASE EMAIL
INFO@COLUMBIASHUSWAPINVASIVES.ORG**