



## EMPLOYMENT OPPORTUNITY

**Parks Department Summer Student(s) – Horticulture**

**April 28<sup>th</sup>, 2025 – August 29<sup>th</sup>, 2025**

**Rate of Pay: \$17.50 - \$17.75 Per Hour (40 hours/week)**

The Township of Uxbridge is seeking highly motivated and mature individuals to fill our Parks Department Summer Student - Horticulture position. Working under the supervision of the Parks Foreman, the horticulture student is responsible for assisting with the maintenance of Township gardens, performing duties related to:

- 1. Soil Preparation:** Preparing soil beds for planting, including amending soil, adding fertilizers, and ensuring optimal conditions for plant growth.
- 2. Mulching:** Applying mulch to garden beds to help retain moisture, suppress weeds, and regulate soil temperature.
- 3. Pest and Disease Management:** Monitoring plants for signs of pests or diseases and taking appropriate measures to mitigate any issues.
- 4. Plant Maintenance:** Pruning and deadheading flowers, shrubs, and bushes to promote healthy growth and maintain an attractive appearance.
- 5. Garden Bed Design Assistance:** Assisting with garden bed designs, including layout planning.
- 6. Record Keeping:** Maintaining records of plant varieties, planting schedules, and garden maintenance activities.
- 7. Watering Schedule:** Managing a watering schedule to maintain proper hydrations for all plants in Township gardens, considering soil moisture levels, weather conditions.
- 8. Other Duties as Assigned:** Being flexible and willing to assist with any other tasks or projects as directed by park management or supervisors, including crossing guard duties as required.

Successful candidate(s) will:

- Be enrolled in or currently attending a post-secondary program at a recognized college or university.
- Possess a valid G2 Class driver's license (at a minimum) and be capable of providing a clean driving abstract upon request.
- Be willing and available to work on weekends as necessary.
- Have knowledge of and a keen interest in, landscape maintenance and design (an asset);
- Possess experience in using various garden tools and power tools (an asset).
- Demonstrate the ability to work both independently and as part of a team, take initiative, and have strong communication skills.
- Be capable of working outdoors and lifting at least 40 lbs.
- Exhibit a strong work ethic, reliability, and punctuality.
- Have a safety-conscious mindset and follow all safety protocols and guidelines.
- Show adaptability and a willingness to learn new skills.
- Be detail-oriented and capable of performing tasks with precision.
- Maintain a positive attitude and contribute to a harmonious working environment.

- Be passionate about contributing to the maintenance and improvement of outdoor spaces and facilities.

Qualified and interested candidates should submit an electronic or hard copy resume and cover letter addressed to Jamie Miller, Parks & Trails Manager at [jmiller@uxbridge.ca](mailto:jmiller@uxbridge.ca) or in the secure drop-box located outside the Township of Uxbridge Municipal Offices (51 Toronto St S, Uxbridge, ON, L9P 1T1) in a sealed envelope, no later than **January 31st, 2025 at 2:00pm**.

*The Township of Uxbridge is an Equal Opportunity Employer that is dedicated to an inclusive, barrier-free recruitment and selection process. The Township is committed to diversity, equity, and inclusion within its community and organization, and welcomes and encourages applications from Indigenous Peoples, people of colour, women, persons who live with disabilities, people from 2SLGBTQI+ communities, and people from diverse communities. When requested, the Township of Uxbridge will accommodate applicants throughout the recruitment and selection and/or assessment process, pursuant to the Ontario Human Rights Code. These commitments also apply to our Board and Committee recruitment and selection processes.*

*Personal information is collected in accordance with the Municipal Freedom of Information and Protection of Privacy Act.*