



## **Student Co-op Job Description - Water Management Assistant**

The Grand River Conservation Authority (GRCA) has an international reputation for excellence in managing the natural resources of the largest inland river system in southern Ontario. Encompassing approximately 6,800 square kilometers, the Grand River watershed has a population of almost one million people in 39 municipalities and two First Nations. Designated as a Canadian Heritage River, the Grand River and its major tributaries boast many outstanding human heritage features and excellent recreational opportunities. The GRCA is committed to environmental protection by delivering services that ensure the well-being of the environment and its inhabitants.

### **Job Overview**

The Water Resources department requires a student to assist with research and reporting on implementation of the [Grand River Water Management Plan](#). The plan is a collaboration among the GRCA, municipalities, First Nations, and provincial and federal agencies. This position will support data collection, research, and reporting on Plan actions to ensure sustainable water supplies, improve water quality, reduce flood damages, and improve resilience to climate change.

### **Specific Accountabilities**

- Develop a database or other tool to track the implementation status of actions under the Grand River Water Management Plan.
- Engage municipal and other partners in reporting on the implementation status of Plan actions.
- Assemble information and assist with drafting a report on actions and accomplishments.
- Assist with reporting on groundwater and surface water quality.
- Assist with research and collection of information to support a future update of the Plan (e.g., information on water supply, wastewater, stormwater management issues, nutrient source areas).

### **Skills/Qualifications**

- Familiarity with water resource management issues e.g., groundwater, surface water, water quality, flooding and drought, municipal servicing, climate adaptation.
- Proficiency with Microsoft Office Suite.
- Excellent communication skills (written and verbal).
- Knowledge of statistical methods for water quality analysis and exposure to related tools (e.g., R software) is an asset.

- Highly organized and self motivated.
- Must be currently enrolled as a full time post-secondary student.
- Valid Ontario 'G' driver's license in good standing

**Work Period:** September 2, 2025, to December 19, 2025 (16 weeks)

**Pay Range:** \$20.00 per hour.

**Hours of Work:** 7 hours per day Monday to Friday

**Location:** GRCA Admin. Centre, Cambridge

**To Apply:** Please send a resume and covering letter to **careers@grandriver.ca** in MS Word or PDF format and quote "Water Management Assistant" in the subject line.

**Deadline for Applications: May 30, 2025**

GRCA is an equal opportunity employer. We are committed to inclusive, barrier-free recruitment and selection processes and work environments. If you require any accessibility accommodations at any point during the application and hiring process, please contact us. Any information received relating to accommodation will be addressed confidentially

Pursuant to section 29(2) of the Municipal Freedom of Information and Protection of Individual Privacy Act R.S.O. 1990, C. M.56 the personal information contained on this form is collected under the legal authority of the Conservation Authorities Act, R.S.O. 1990, chapter C.27 and is used for recruitment purposes. Questions about the collection of personal information should be directed to the Manager of Human Resources, Grand River Conservation Authority, PO Box 729, 400 Clyde Road, Cambridge, Ontario N1R 5W6. 519-621-2761.