

DAWSON CITY, YUKON

COMMUNITY GARDEN COORDINATOR

Permanent Seasonal Position



The City of Dawson is seeking a responsible, enthusiastic individual to lead the operation of our Community Garden for the upcoming season. This position plays an important role in supporting local food security, encouraging healthy outdoor activity, and fostering community connections.

Position Summary:

Under the supervision of the Recreation Manager, the Community Garden Coordinator is responsible for the day-to-day management of the community garden site. This includes overseeing garden use, supporting gardeners, delivering public programming, and promoting the garden as a safe, welcoming space for all users. This seasonal position runs from mid-April to mid-October.

Key Responsibilities:

- Coordinate seasonal operations and maintenance of the community garden
- Facilitate registration and orientation for gardeners
- Organize workshops, youth activities, and public events in collaboration with the Recreation Department
- Provide onsite support and knowledgeable horticultural guidance to users
- Maintain accurate records and ensure compliance with safety protocols
- Promote the program and engage residents through outreach

Qualifications & Requirements:

- Demonstrated interest or experience in gardening, agriculture, education, or community programming
- Comfortable working independently and communicating with diverse groups
- Extensive gardening experience
- Experience working with youth or volunteers is considered an asset
- Valid Yukon Class 5 driver's license or ability to obtain one
- Ability to perform moderate physical labour in an outdoor environment in all weather

What We Offer:

- Meaningful work that supports food access and community wellness
- Opportunity to lead programming and build leadership skills
- A collaborative team environment and flexible outdoor setting

Conditions of Employment:

- Clear RCMP Criminal Reference and Vulnerable Sector Check

A job description is available upon request.

Closing Date:

This posting will remain open until filled; however, first consideration will be given to applications received before **2pm, Monday May 12th, 2025**. Applications to this position may be submitted by mail or email to the following:

Shelly Musyj, Human Resources

PO Box 308

Dawson City, Yukon Y0B 1G0

hro@cityofdawson.ca

Salary & Benefits:

This is a Union position; salary and benefits shall be in accordance with the Collective Agreement. The position is classified as level 4 which has a salary range of \$70,259 to \$84,313 contingent on experience.

In accordance with the Collective Agreement, internal candidates will be given first consideration.

We thank all applicants, but only those selected for further consideration will be contacted.

To learn more about our community and what we have to offer please visit our website at www.cityofdawson.ca