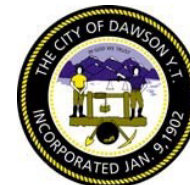


# DAWSON CITY, YUKON SUMMER STUDENT CASUAL – Position



The City of Dawson is seeking applications for a Summer Student.

Reporting to the Parks & Recreation Manager, the Summer Student is responsible for assisting with the general maintenance of recreation facilities, parks and greenspaces, implementing recreation programming and administrative support. Duties include but are not limited to: tasks associated with the care and upkeep of parks, playgrounds, trails and facilities, assisting in recreation programming and office work when required.

This casual position commences in or after May and terminates in or before August, 2025.

**Please submit your resume and cover letter clearly demonstrating the qualifications outlined below, as selection for further consideration will be based solely on the information you provide.**

## **Required:**

- A summer student must have attended high school in the City of Dawson or within 50km of the City of Dawson within the past three years; or
- In the school year immediately prior to employment attended a post-secondary institution and is a permanent resident of the Yukon who, when not attending school, resides in the City of Dawson or within 50km of the City of Dawson

## **Qualifications:**

- Experience with recreation programming participation and/or participant supervision
- Experience with landscaping and lawn care equipment an asset
- Experience in light maintenance duties, such as painting and gardening an asset
- Computer literacy and ability to use Microsoft Outlook, Word, and Excel
- Communication skills, both oral and written
- Ability to resolve conflict and foster unity
- Ability to work effectively as part of a team, receive direction and work independently
- Discretion, tact, compassion, good judgment and cultural sensitivity
- Ability to establish and maintain professional working relationships with staff, and the public
- Ability to work flexible hours including evenings and weekends
- Ability to maintain confidentiality

## **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, Thursday April 10th, 2025.**

**Shelly Musyj,**

**Human Resources Officer**

PO Box 308

Dawson City, Yukon Y0B 1G0

[hro@cityofdawson.ca](mailto: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 1 with a salary of **\$19.45**. Evening, weekend and holiday work required.

**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](http://www.cityofdawson.ca)