



EMPLOYMENT OPPORTUNITY

Parks Department Summer Student(s) – Horticulture

April 28th, 2025 – August 29th, 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 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 **April 28th, 2025 at 2:00pm**.

We thank all applicants and advise that only those to be interviewed will be contacted. The Township is an Equal Opportunity Employer in accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code (OHRC). The Township of Uxbridge will provide accommodations throughout the recruitment and selection and/or assessment process to applicants with disabilities and/or needs related to the OHRC. Personal information provided is collected under the authority of The Municipal Freedom of Information and Protection of Privacy Act.