



**Data Management Coordinator – Ontario Benthos Biomonitoring Network
16 Week Contract, Full Time**

Conservation Ontario (CO), the organization that represents Ontario's 36 Conservation Authorities (CAs), is seeking a motivated individual to support the Ontario Benthos Biomonitoring Network (OBBN). The successful candidate will work closely with the Ministry of the Environment and Climate Change (MOECC) out of the Dorset Environmental Science Centre in Dorset, ON. The Data Management Coordinator will work with OBBN staff to complete a project by which procedures are being developed to upload data in bulk to the OBBN database; work with conservation authority staff to compile historical OBBN data and upload it to the OBBN database; and other miscellaneous OBBN-related duties as assigned (may include data compilation for, or co-authorship of scientific reports).

The successful candidate will be a graduate (or senior student) of a college or university biology, ecology, or related program, or will have equivalent work experience. Proficiency with Excel spreadsheets and some familiarity with mapping utilities (such as ArcGIS, ArcGIS online, and Google Earth) are essential. Certification in the Ontario Benthos Biomonitoring Network and experience with benthic-invertebrate sampling methods are assets. The successful candidate should be meticulous and details-oriented, well organized, a self-starter, and a team player with excellent inter-personal and communication skills.

Salary: \$18.00/hr, based on a 36.25hr work week

This position is based out the Dorset Environmental Science Centre in Dorset, ON and is to be filled as soon as possible.

Please send your application by email **by 4:00pm February 16, 2018** to:

**Attention: Melissa Payne, Dorset Environmental Science Centre
melissa.payne@ontario.ca.**

We wish to thank all candidates for their interest, however, only those selected for an interview will be contacted.

Conservation Ontario welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.