



Township of Macdonald, Meredith & Aberdeen Additional

We are now Accepting Resumes for the 2024 Summer Student Positions

DEADLINE: Friday, April 12, 2024

1 position - Park Maintenance Labourer

The role of this student will be to assist with the care and maintenance of our local parks. The main duties would include but are not limited to; cutting and trimming grass, weekly inspections of playground equipment and park grounds, planting and weeding community vegetable and flower gardens as well as minor maintenance jobs.

Eligibility Requirements: 15-30 years of age

1 position - Office Administrative Assistant

The role of this student will be office administrative duties in the Municipal office as well as spending time at the Echo Bay & Area Food Bank completing inventory and preparing food baskets. The student will also assist with care and maintenance of our community gardens and the Municipal Office and Memorial Park flowers beds.

Eligibility Requirements: 15-30 years of age

3 position - Recreational Activities Counsellor

The role of these students will be to work as a team to assist in the planning and delivery of our recreational activities, which include but are not limited to; children's summer camps and our soccer program. Creativity will be valuable as we work together to provide exciting activities to the community!

Eligibility Requirements: 15-30 years of age

1 position - Museum/Lending Library Assistant

The role of this student will be to oversee the day-to-day operations of the Museum/Lending Library which are housed in the same building. Duties will include but are not limited to; creating, organizing and developing displays and events as well as a reading program for children. With the uncertainty of the Pandemic and the restrictions that go with it, we are seeking a creative individual that is motivated to promote the Museum/Lending Library in innovative ways!

Eligibility Requirements: Must be currently enrolled in a full time post-secondary program, and returning to university or college as a full time student in the fall.

**Resumes can be dropped off or mailed to the Municipal Office-208 Church
Street, P.O. Box 10, Echo Bay, ON P0S 1C0.**

Or email to

twpmacd@onlink.net or tdaynard@ontera.net

**If you have any questions about these jobs, contact Trisha at 705-248-1166
or tdaynard@ontera.net**