

King is Hiring
Cold Creek Maintenance Facilitator
Contract/Part-time (8-Months)

King Township is an idyllic countryside community of communities, proud of its rural, cultural, and agricultural heritage. We are respected for treasuring nature, encouraging a responsible economy, and celebrating our vibrant quality of life. As an organization, we are focused making life better in King, and enriching the lives of all those who live, work, and visit King Township by providing quality services and experiences.

Reporting to the Lead Hand – Outdoor Education, the Cold Creek Maintenance Facilitator is responsible for the following:

- General trail and open area site maintenance including cutting grass, grooming foliage, removing weeds, raking, planting flowers, spreading mulch/woodchips/stones, removal of small tree limbs and performing other lawn and trail care services as required.
- Maintenance of facilities and buildings, i.e., cleaning, emptying trash, filling dog waste bags, and perform small repairs using hand tools.
- Implement and facilitation of Cold Creek nature education and recreation programs.
- Co-ordinate the rentals of program equipment
- Ensure health and safety/departmental policies and procedures as applicable to the Township of King programs are followed.
- Deal with incidents, problems and emergencies as outlined by departmental policies and procedures.
- Respond to inquiries from participants and the public. Deal courteously and effectively with the general public, staff, and other departments.
- Pick-up trash and debris from common areas and trails on a daily basis. Empty common area trash containers as needed.
- Report all site maintenance issues and concerns identified while performing daily duties to Site Operator and/or Supervisor.
- Winter maintenance including snow shoveling, salting and any other required tasks.
- Ensure site is presentable at all times and adheres to Cold Creeks appeal standards.
- Other duties and special projects as assigned.

The successful applicant will possess:

- High School Education (some HS education required).
- Experience in parks operations, landscaping or equivalent.
- Ability to endure seasonal temperatures as working conditions require constant outdoor work.
- Excellent communication, organization, and problem-solving skills, with excellent decision-making capabilities.
- Valid First Aid, CPR-C, WHMIS, and High Five Certification.
- Working knowledge of Microsoft Office skills (e.g., Word, Excel, Outlook).
- Strong organizational skills (both oral and written) with the ability to communicate with all levels of staff and the public.
- A team player with excellent interpersonal skills and the ability to coordinate with other departmental staff.
- Ability to analyze problems, identify alternatives and make recommendations in order to implement procedures and policies.
- Ability to maintain strict confidentiality and unquestionable integrity.
- Ability to lift at least 30 pounds.
- Required to submit a vulnerable sector screening.

Conditions of Employment:

- Required to work outdoors, in a variety of weather conditions.
- Required to work weekends.
- Able to work independently with limited supervision.
- Work involves mental and visual concentration with frequent interruptions.
- Must be able to meet set deadlines.
- Excellent verbal and written communication skills required, along with good organizational skills.
- Must be legally authorized to work in Canada.

Salary Range: \$18.25 - \$19.25/hour

Qualified candidates are requested to forward their resume to hr@king.ca by **4:30 pm on November 5, 2025**
Or to Human Resources at 2585 King Road, King City, Ontario, L7B 1A1

Please visit www.king.ca for full job description.

We thank all applicants and advise that only those selected for an interview will be notified.

Personal information (PI) is collected under the authority of the Municipal Act, 2001, S.O. 2001, c.25 and will be used to facilitate the hiring and recruitment process. Personal information (PI) will be protected in accordance with Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). Questions about the collection of personal information (PI) should be directed to the Human Resources Department, 2585 King Road, King City, L7B 1A1 or (905) 833-5321.

We are an Equal Opportunity Employer. In accordance with the [Accessibility for Ontarians with Disabilities Act, 2005](#), the Integrated Accessibility Standards Regulation 191/11 (IASR), and the Ontario Human Rights Code, the Township of King will provide accommodations throughout the recruitment, selection and/or assessment process to applicants with disabilities. If selected to participate in the recruitment, selection and/or assessment process, please inform Township Human Resources staff of the nature of any accommodation(s) that you may require in respect of any materials or processes used to ensure your equal participation.