



King is Hiring
Environmental Compliance & Monitoring Co-op
(4 Month or 8 Month)

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 Environmental Infrastructure and Compliance Supervisor, the Environmental Compliance & Monitoring Co-op is responsible for the following:

- **Field Inspections and Data Management:**
 - Assist in conducting investigations, inspections, sampling, and monitoring of stormwater infrastructure (e.g., LID and stormwater management ponds).
 - Support the preparation of inspection reports and provide recommendations based on findings.
 - Collect, analyze, and trend water, wastewater, and stormwater data to support environmental programs.
- **Compliance and Support:**
 - Assist with compliance for drinking water, stormwater, and wastewater systems, including DWQMS and other environmental programs.
 - Support the development and implementation of corrective action plans for non-compliance issues.
 - Assist with internal and external audits, inspections, and regulatory reporting.
 - Develop and revise SOPs, programs, policies, forms, and schedules.
 - Enter and manage environmental complaints in the corporate tracking system.
 - Provide technical assistance to team members and interdepartmental needs.
 - Support environmental projects through research, planning, and implementation.
 - Participate in project meetings and provide technical and administrative support.
- **Administrative and Regulatory Tasks:**
 - Prepare meeting agendas, minutes, and documentation.
 - Assist with coordinating and scheduling field activities and inspections.
 - Support administrative tasks related to environmental programs and initiatives.
 - Review, interpret, and summarize legislation, regulations, and industry best practices.
 - Maintain environmental-related databases and data management systems.
 - Assist in preparing and facilitating presentations, training sessions, and public outreach materials.
 - Maintain accurate records of compliance activities, findings, and follow-up actions.
- Other duties and responsibilities as assigned.

The successful applicant will possess:

- Currently enrolled in a post-secondary program in Environmental Science, Environmental Technician/Technology, Civil Engineering, or a related field.
- Basic knowledge of environmental legislation, infrastructure, and compliance frameworks.
- Proficiency in computer applications, such as Word, Excel and Outlook.
- Excellent verbal and written communication skills.
- Strong analytical and problem-solving skills.
- Strong attention to detail and accuracy.
- Strong organizational and time management skills.



- Ability to work collaboratively in a team environment.
- Ability to work with minimal supervision.
- Excellent problem-solving and critical-thinking abilities.
- Strong attention to detail and accuracy in data collection and reporting.
- Ability to communicate effectively, professionally, and courteously with all levels of staff, external contacts, and the public.
- Access to a reliable vehicle for corporate business.
- A valid Ontario Class "G" driver's license, clear of serious offences under the Highway Traffic Act.

Conditions of Employment:

- Ability to work outdoors in inclement weather, if required.
- Physical ability to climb stairs and ladders, kneel, bend, walk, lift, and carry objects of varying weights and work in confined spaces.
- Must be legally authorized to work in Canada.

Wage Rate: \$20.00/hour

Vacancy Disclosure:

This posting is intended to fill an existing vacancy.

Qualified candidates are requested to forward their resume to hr@king.ca by **4:30 pm on January 23, 2026**
Or to Human Resources at 2585 King Road, King City, Ontario, L7B 1A1

Please visit king.ca/employment 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.