



King is Hiring
Cold Creek Maintenance Facilitator
Part-Time, Contract (10 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:

- Perform general grounds, trail, and open space maintenance, including grass cutting, foliage grooming, weeding, raking, planting, mulching, debris removal, and minor tree limb clearing.
- Inspect trails, grounds, and site infrastructure regularly to identify hazards, damage, maintenance requirements, and accessibility concerns.
- Maintain facilities and buildings by cleaning, emptying waste receptacles, replenishing supplies, performing minor repairs, and supporting seasonal site opening, winterization, snow clearing, and salting activities.
- Operate and maintain groundskeeping and basic maintenance equipment safely and in accordance with established procedures and health and safety requirements.
- Support the implementation of nature education, recreation, events, and site rental activities, including equipment setup, takedown, and coordination of program equipment rentals.
- Provide courteous assistance to visitors, participants, and facility renters by responding to general inquiries and addressing concerns in a professional manner.
- Monitor site conditions and complete routine tasks in a manner that supports conservation objectives, protects sensitive natural areas, and maintains site presentation standards.
- Maintain inventory of tools, materials, and supplies, and report shortages, equipment issues, hazards, incidents, and maintenance concerns to the appropriate supervisor in a timely manner.
- Respond to incidents, emergencies, and site issues in accordance with departmental policies and procedures, including support for hazard mitigation, site closures, or visitor evacuation when required.
- Document completed maintenance tasks, incidents, and observations as required for reporting and tracking purposes.
- Other duties and responsibilities as assigned.

The successful applicant will possess:

- Secondary school diploma or equivalent; additional training in parks operations, landscaping, environmental studies, outdoor recreation, or a related field is considered an asset.
- Experience in parks operations, grounds maintenance, landscaping, facility maintenance, conservation area operations, or a related environment.
- Valid First Aid, CPR-C, WHMIS, and High Five certification, or the ability to obtain and maintain them.
- Ability to lift at least 30 pounds.
- Demonstrated customer service and problem-solving skills, with the ability to work effectively as part of a team.
- Working knowledge of Microsoft Office applications, including Word, Excel, and Outlook.
- Ability to maintain professionalism, confidentiality, and sound judgment when dealing with staff, visitors, and operational matters.
- Successful completion of a Vulnerable Sector Screening satisfactory to the Township.



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/Wage Rate: \$18.25 per hour to \$19.25 per hour

Classification: Part-Time, Contract (10 months)

Anticipated Start: September 2026

Vacancy Disclosure:

This posting is intended to fill an existing vacancy.

Qualified candidates are requested to forward their resume to hr@king.ca
Or to Human Resources at 2585 King Road, King City, Ontario, L7B 1A1

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.