



SPENCE
Neighbourhood
ASSOCIATION

Spence Neighbourhood Association
EMPLOYMENT OPPORTUNITY

POSITION: Environment & Open Spaces Assistant

The Spence Neighbourhood Association is accepting applications for positions within the Environment and Open Spaces Department, including roles in our greenhouse, community gardens, and indoor gardens.

This position offers approximately 35 hours per week, running from May to September 2025, with some weekends and evenings required. The wage is \$18 per hour.

Please note that this opportunity is open to individuals aged 18-29 and requires physical ability to perform the duties listed below.

Primary Responsibilities Include:

- Maintain and improve community gardens and green spaces. Tasks will include bee-keeping, litter-picking, lawn-mowing and compost turning. Also planting, weeding, harvesting & processing foods
- Lead teams of youth in the same tasks
- Assist with organising community events, workshops and food security activities
- Provide support to individual community gardeners. Encourage and demonstrate active transport, composting, recycling and other beneficial environmental practices
- Other indoor & outdoor maintenance work as needed

Requirements:

- Ability to provide a Criminal Record check and Child Abuse Registry check including the vulnerable persons section (paid for by Spence Neighbourhood Association)
- Must share the values of SNA and be prepared to work through the following lenses - Strength-Based, Restorative Justice, Anti-Racist, Anti-Oppression, Anti-Colonial and Harm Reduction
- Must be able to conduct oneself at all times at work and in the community with the SNA Expectations of all community members - Be Respectful, Be Safe, Be Engaged and Be Accountable
- Legally able to work in Canada (a Canadian citizen, permanent resident or a protected person as defined by the Immigration and Refugee Protection Act)

Assets:

- Experience with gardening, greenhouse growing and/or composting
- Experience with community programming/organising
- Valid Class 5 or better Driver's License
- Demonstrated knowledge of inner-city issues and hands-on experience
- Good communication skills
- Can work independently as well as cooperatively with others

Hours and remuneration:

SNA agrees to pay the Employee \$18 per hour for up to 35 hours per week on a bi-weekly schedule. Required CPP, EI, and tax deductions will be made and employer contributions will be paid. Responsibilities may require flexible hours to be worked (i.e., evenings and weekends); however, typical hours will be Monday to Friday between 8:30 am and 3:30 pm.

Submitting an Application

We thank all applicants for their interest; however, only those selected for an interview will be contacted.

The **Spence Neighbourhood Association** would like to encourage applications from qualified candidates who reflect the diversity of our community.

The Spence Neighbourhood Association **highly encourages** Indigenous People, Newcomers, People of Colour, Women, Members of the 2SLGBTQ* Community, people with disabilities, residents of the West End, and individuals with lived experience, as it pertains to this role, to apply.

DEADLINE FOR APPLICATION:	Friday, May 15th, 2026, or until filled
SUBMIT RESUME & COVER LETTER TO:	Spence Neighbourhood Association 615 Ellice Ave, R3G 0A4, Winnipeg, MB Attention: Stephen Kirk Email: greenhouse@spenceneighbourhood.org