



**Student – Tourism Ambassador/Tour Guide
(5 positions available)**

- Department:** Planning and Economic Development Services
- Location:** County Administration Building + travel within SDG Counties
- Term:** May to August 2023 (approximate 4-month term)
- Pay Rate:** \$17.00 per hour
- Hours of Work:** 35 hours per week (generally Wednesday to Sunday, 8:30 a.m. to 4:30 p.m., with flexibility to support local events outside normal operating hours)
- Summary:** Candidates in this position will be gaining invaluable field experience working as SDG Tourism ambassadors both on active recreation trails in SDG Counties and at community events and festivals. Being able to actively engage with visitors is a must. The Tourism Ambassador/Tour Guide will greet visitors to the region, provide bike maintenance support, provide promotional material, and direct visitors to tourism assets off the beaten-path. The Tourism Ambassador/Tour Guide will be responsible for all aspects of SDG Tourism social media campaigns, as well as developing blogs for the tourism website: whereontariobegan.ca. In addition, the Tourism Ambassador/Tour Guide will take visitors on guided tours of the Historic SDG Jail, making each visitor's experience unique by providing an interesting, memorable and safe experience. They will also assist in the facilitation of special events at the Historic SDG Jail.
- Key Duties/Responsibilities:**
- Greet visitors, respond to inquiries, provide regional visitor information.
 - Weekly waterfront trail or special event patrol occasionally via bicycle.
 - Have a broad understanding of local tourism assets.
 - Post to social media and engage with audiences on: Facebook, Instagram, and TikTok.
 - Graphic design and video editing skills to produce digital content to be used online.
 - Update the regional tourism website with business listings and events.
 - Provide excellent customer service by engaging, listening, and responding to visitors.
 - Take visitors on guided tours of the Historic SDG Jail, making each visitor's experience unique by providing an interesting, memorable, and safe experience.
 - Provide basic cleaning and upkeep of the jail.
 - Follow all Health & Safety policies and procedures and report any non-compliance or any possible safety risks.
- Qualifications:** The candidate must:
- be a student who is enrolled in full-time post-secondary studies in the fall; and

- possess a valid class G Ontario driver's licence.

Bilingualism (English & French) is considered an asset.

Access to a vehicle with the ability to transport a bike and equipment to locations within SDG (mileage reimbursed) is considered an asset.

Successful applicants will be required to provide a driver's abstract indicating a clean driving record, prior to commencement.

In accordance with SDG County's Vaccination Verification Policy Coronavirus (COVID-19), all hires will be required, as a condition of employment, to provide proof of COVID-19 full vaccination status as defined by the Ontario Ministry of Health.

**Safety
Considerations/
Training
Elements:**

- Expectation to keep equipment in good working condition (i.e. general daily safety checklist to complete prior to departing, i.e. proper seat height, tire inflation, reflectors, bell/horn working condition, chains are greased and changing gear appropriately, rear-view mirror, brake check)
- Expectation to wear appropriate PPE for the job (helmet, eyewear-sunglasses, proper footwear, proper clothing for the task at hand – easily visible, breathable, won't snag in gears etc.)

Work Demands/Stress Risks: Physical exertion and fatigue; exposure to natural elements; exposure to insects; travel on varying terrain; lone worker; interactions with public; and unpredictable interactions with motorists, other cyclists and pedestrian traffic.

Students will receive in-depth Health & Safety training provided by SDG County prior to beginning work.

How to Apply:

E-mail resume to studentjobs@sdgcounties.ca before the deadline indicated below.

Subject line of the e-mail must include: **"Student – Tourism Ambassador/Tour Guide"**

APPLICATION DEADLINE: 12:00 noon on Friday, March 17, 2023

We thank all applicants for their interest, however, only those being selected for an interview will be contacted. The County will accommodate the needs of qualified applicants under the Human Rights Code during the hiring process.