



P.O Box 2338,
1545 Monaghan Rd.
Peterborough, ON K9J 7Y8
705-743-5599
kawarthalandtrust.org

Conservation Data & GIS Technician

Reports to: Land Research Coordinator / Partners in Conservation Coordinator

Compensation: 35 hours/week at \$20-22.20/hr. depending on experience

Contract Period: May 4th to August 28th, 2026

Positions: 1

Overview

Kawartha Land Trust (KLT) is a land conservation charity that protects natural and working lands for future generations. Our mission is to care for the lands entrusted to us and help others protect the land they love in the Kawarthas.

Founded in 2001, KLT protects and cares for thousands of acres of ecologically diverse lands. Our public access nature reserves welcome thousands of residents and visitors each year and our community events provide experiential and educational opportunities in nature.

All land in the Kawarthas is interconnected. KLT's growing Partners in Conservation program allows us to increase our impact for nature on our shared landscape by working with landowners on land care initiatives throughout the region.

With your support and that of our donors, volunteers, and funders, we can ensure more natural spaces in the Kawarthas are preserved forever.

KLT works within Michi Saagiig Nishnaabeg territory. We are committed to strengthening our understanding of our treaty responsibilities and finding opportunities to collaborate with Williams Treaties First Nations in the spirit of reciprocity.

Tasks and Responsibilities

The position of Conservation Data and GIS Technician will be critical in helping to conserve important ecological lands in our region.

Taking on this role is your opportunity to use your skills in GIS mapping and data management, and communicate important ecological information to a general audience, and contribute to the protection of nature in the region.

The Conservation Data and GIS Technician will primarily work in the office, on computers, and will utilize ArcGIS Pro mapping software daily to input and analyze data. The technician will create a variety of maps to support a range of KLT needs, from land securement to private landowner stewardship. The position will also require occasional in-field work, collecting data by supporting ecological inventory of properties.

KLT staff are required to be positive ambassadors for the organization. The ability to be a friendly and authentic representative of our organization is very important to success in the role. Under the direction of the Land Research Coordinator, the position will perform the following duties:

- Input and organize spatial data from field inventories and open-access online sources into the KLT database to produce maps using ArcGIS Pro
- Perform basic spatial analysis in ArcGIS Pro (i.e. calculate the area of natural heritage features, identify areas of conservation importance in KLT's service area, etc.)
- Populate templates to create stewardship guides in Microsoft Publisher based on ecological field inventories, photos and GIS data collected by volunteers and staff
- Proofread and edit draft stewardship guides in preparation for distribution to landowners
- Contribute to the expansion of KLT's ecological information bank on species, wildlife habitats, and ecosystems for use in stewardship guides, developing clear and engaging content that is accessible to a general audience
- Participate in private land stewardship initiatives, including but not limited to ecological inventories, species-specific surveys, and tree planting
- Compile ecological data and create maps to support the development of reports, applications, and other conservation materials to advance KLT's land securement efforts
- Act as a KLT Ambassador to the public on KLT properties
- Provide leadership and support to volunteers on the above tasks when required
- Adhering to health and safety field practices and supporting safe work practices among fellow staff and volunteers.
- Other duties as required

Desired Level of Skills and Experience

- Practical experience, and proficiency, using ESRI GIS software including ArcGIS Pro, Arc Online and Field Maps
 - While general training and instructions are provided, the ability to navigate and use the features and functions of these programs is required and will be helpful in performing basic spatial analyses
- Practical experience and a good understanding of database and file organization, as well as cartographic design principles
- Ability to utilize web-based conservation science databases to interpret land characteristics and natural heritage information
- A strong attention to detail that ensures published materials, like landowner stewardship guides, are created and edited to a high standard of accuracy
- Strong written communication skills, with the ability to convey ecological information in a clear, engaging, and accessible manner for general audiences
- Identification skills, and general knowledge of the biology and ecosystem of native and non-native Ontario flora and fauna including species at risk and invasive species
- Experience collecting environmental field data or participating in ecological surveys
- Ability to carry out independent tasks in an office environment, requiring sitting and using a computer for extended periods
- Demonstrated comfort working outside in diverse weather conditions for extended periods and the ability to navigate off-trail terrain safely, while maintaining a positive attitude
- Physical ability to walk long distances and carry light equipment (backpack, clipboard, tablet).
- Understanding of risk management and its applications in the field.

- Team player, with the ability to work effectively with staff and volunteers
- Ability to learn new skills quickly, problem solve and know when to ask for support

Desired Level of Education

- Individuals possessing or working towards a degree or diploma in geographic information systems, natural resource management, ecological restoration, environmental science or studies, biology, or related disciplines (demonstrated relevant experience or ways of knowing will also be considered)

Additional Criteria

- Have a valid G2 license and access to a personal vehicle (mileage will be compensated)
- Be prepared to work occasional evenings and weekends

Funding requirements for this position:

To be eligible, youth must:

- be between 15 and 30 years of age at the beginning of the employment period;
- be a Canadian citizen, Permanent Resident, or person to whom refugee protection has been conferred under the *Immigration and Refugee Protection Act* for the duration of the employment, and;
- have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations

Orientation and Training

The Land Research Coordinator, and other staff as required, will provide organizational and job-specific training to the technician to ensure that they understand their roles and responsibilities. Regular check-in meetings will be scheduled. Day-to-day supervision will usually be provided, however work may be performed independently without supervision and the technician will be encouraged to take leadership on planning and executing tasks and meeting timelines.

KLT is committed to providing a safe and healthy work environment for staff, in the office and in the field.

Opportunities and Perks of the Position

- Completing work to directly support the acquisition and stewardship of lands to be protected in perpetuity; contributing to lasting conservation projects in the Kawarthas!
- Spending time outdoors in protected nature areas with access to beautiful views, high biodiversity areas
- Being part of a network of dedicated environmental professionals
- Opportunities to participate in surveys and fieldwork to protect/enhance habitat for wildlife, including species at risk, and overall ecosystem health; opportunities to learn and practice application of a variety of field work protocols

- Access to training opportunities with professionals in a wide range of areas including conservation-based GIS analysis, ecological monitoring, forestry, land conservation techniques, ecosystem restoration, non-profit work and grant writing, etc.

Application Process

- Your application should include a resume and a covering letter **as one document** which specifically addresses how your skills and qualifications relate to the job tasks and responsibilities. The cover letter should be no more than one page long.
- Send application as a PDF or Word document with the following file name format: Last Name, First Name_ Conservation Data and GIS Technician.
- **Email your cover letter and resume in one document to Kawartha Land Trust at info@kawarthalandtrust.org by 12 p.m. (noon), March 16th, 2026 with the subject line "Conservation Data & GIS Technician"**

Kawartha Land Trust (KLT) values diversity and inclusion and encourages applications from all qualified applicants. Accommodations for applicants with disabilities are available upon request for all aspects of the recruitment process.

Thank you for your interest in Kawartha Land Trust. Although we appreciate all applicants taking the time to express their interest in joining the Kawartha Land Trust team, only candidates selected for an interview will be contacted.

For more information on the Kawartha Land Trust please visit <http://www.kawarthalandtrust.org>.