



<b>JOB POSTING:</b>	Public Works Summer Students X5 Visitors Centre Summer Student
<b>REPORTING TO:</b>	Director of Operations (Public Works Summer Students) Director of Community Services (Visitors Centre Summer Student)
<b>SALARY:</b>	\$17.85 for High School Students \$20.00 for University Students

### LOCATION SUMMARY

Fraser Lake is a small, welcoming community in the Regional District of Bulkley-Nechako, British Columbia, approximately 160 km west of Prince George. Summer students will work directly within the community, contributing to municipal services, public spaces, and visitor experiences that support residents and visitors alike.

### JOB OVERVIEW

The Village of Fraser Lake is seeking to hire five (5) Public Works Summer Students and one (1) Visitors Centre Summer Student for the 2026 summer season.

These positions provide students with hands-on experience in local government operations, community services, and public-facing roles while supporting essential municipal programs during the busy summer period.

Applicants must be students returning to full-time studies in Fall 2026 and able to provide proof of enrollment.

### ROLES

#### Summer Public Works Students

Public Works Summer Students will support the Village's outdoor maintenance and operational activities. Typical duties include:

- Operating and assisting with lawn care and grounds maintenance equipment
- Maintaining parks, flower beds, trees, and landscaped areas
- Cleaning and sanitizing public washrooms and facilities
- Assisting with seasonal community projects and events
- Performing physically active tasks such as lifting, digging, shoveling, and raking
- Other related duties as assigned

#### Visitors Centre Summer Student

The Visitors Centre Summer Student will support Visitors Centre and day to day operations. Typical duties include:

- Assisting visitors and providing information and travel advice at the Visitors Centre
- Working alongside staff, volunteers, and community members
- Collecting and updating visitors' data and assisting with records
- Supporting special events and tourism-related activities
- Supporting projects and planning initiatives related to tourism in the Fraser Lake area
- Other related duties as assigned

## SKILLS AND QUALIFICATIONS

- Currently enrolled in high school, college, or university, returning to full-time studies in Fall 2026
- Valid Class 5 or 7 driver's license (required for Public Works positions; an asset for the Visitors Centre position)
- Strong communication and interpersonal skills
- Ability to work independently and as part of a team
- Good organizational skills and reliability
- Ability to perform physical outdoor work in varying weather conditions (Public Works)
- Previous experience in grounds maintenance, customer service, or visitor services is an asset

## WORK SCHEDULE

### Public Works Students:

- Monday to Friday, 7:30 AM – 4:00 PM
- Occasional weekend, overtime, or statutory holiday work may be required (including Canada Day – July 1)
- This position may begin as early as May 2026 and conclude August 29, 2026.

### Visitors Centre Student:

- Wednesday to Sunday, 10:00 AM – 5:30 PM
- Employment period runs from May 14, 2026 to August 29, 2026

## HOW TO APPLY

Interested candidates are invited to submit a resume and cover letter to:  
[Olanike.Salami@fraserlake.ca](mailto:Olanike.Salami@fraserlake.ca)

CC: [cao@fraserlake.ca](mailto:cao@fraserlake.ca)

### Application deadline:

Friday, April 10, 2026 at 4:00 PM

Please include one of the following in the email subject line:

- Public Works Summer Students Application
- Visitors Centre Summer Student Application