

JOB POSTING



Invertebrate Keeper

OVERVIEW

The Invertebrate Keeper will be responsible for the care, welfare and exhibition of our diverse live invertebrate collection. This person shall perform all aspects of care including managing breeding colonies, and maintenance and upkeep of display terrariums. The Invertebrate Keeper will work closely with the Conservatory Manager & Naturalist to improve and enhance our live collections, and will assist with overseeing and supervising volunteers and other staff involved with invertebrate care. Some assistance may be required for the live butterfly collection. The Invertebrate Keeper will also participate in visitor education as part of a team of talented and enthusiastic nature interpreters.

CBC welcomes and encourages applications from people with disabilities.

Accommodations are available upon request from candidates taking part in all aspects of the selection process.

REPORTS DIRECTLY TO

Conservatory Manager & Naturalist → Executive Director → Board of Directors

PROPOSED START DATE

- January 2019 or sooner

HOURS & COMPENSATION

- Schedule Guideline: Full-time, Sunday - Thursday (7am – 3pm)
- All staff are required to be available for our busiest events including: Family Day weekend, March Break, Easter weekend, Canada Day weekend, Labour Day weekend and Christmas break
- Eligible for Health Benefits program after 3 months

REQUIREMENTS

- Post-secondary education in biology, zoology, entomology or related discipline
- Strong interest in entomology and invertebrates
- Invertebrate or animal husbandry experience an asset
- Experience designing and maintaining terrarium interiorscapes an asset
- Ability to work with limited supervision and demonstrate meticulous, thorough work
- Strong communication and presentation skills, enthusiasm, and excellent customer service
- Candidate must be capable of long days of manual labour with some heavy lifting (up to 50lbs)
- Valid Standard First Aid and Level C- CPR qualifications
- Criminal Record Check and Vulnerable Sector Check

RESPONSIBILITIES

Invertebrate Collection

- Feeding and regular maintenance of live invertebrate collection both on display and in breeding colonies
- Help to interiorscape and maintain display terrariums
- Maintain organized daily records
- Perform terrarium changes and cleaning as required
- Work with Curator on exhibit signage, exhibit designs and special exhibits

Conservatory Tasks

- Clean the emergence room workspace on a regular basis (daily, weekly and monthly)
- Oversee the pest management pitfall trap program
- Help to open and/or close the Conservatory daily
- Prepare nectar and other food for butterflies
- Maintain the emergence window and prepare it for chrysalis shipments
- Help to unpack and glue chrysalis shipments
- Ensure pathways in conservatory are tidy and free from slip & trip hazards including plant material
- Keep windows, surfaces, exhibits and signage clean in work and display areas

Nature Interpretation

- Greet and welcome visitors and support them in their visit of the Conservatory
- Assist visitors in their discovery of the Conservatory and exhibits by engaging them in conversation about interesting/unique insect facts
- Participate and lead public programming about the animals and plants in the Conservatory
- Assist visitors in identifying butterflies, plants and birds in the Conservatory
- Perform Invertebrate Keeper talks, seminars and programs both onsite and offsite

Other Duties

- Supervision of staff and volunteers as required
- Train as a Duty Manager/key holder
- Daily odd jobs around the Conservatory
- Assist other departments as needed, especially with some horticultural and maintenance tasks as needed
- Adhere to all Company policies, rules, systems and procedures which are outlined in the Cambridge Butterfly Conservatory Employee Handbook, as well as all Health and Safety policies and procedures and safe work practices
- Other jobs as needed

UNIFORM

- Staff are required to wear the appropriate uniform, footwear and safety equipment at all times