

# EMPLOYMENT OPPORTUNITY

## WOODLANDS COUNTY



### Lead Labourer, Parks & Recreation - Competition No: 2026-03

Reporting directly to the Recreation Supervisor, the Lead Labourer is responsible for scheduling and supporting seasonal recreation labourers to ensure all recreation sites are well maintained. This role is also responsible for training staff in the safe operation of small equipment, tracking work using online systems, and providing support during the construction and maintenance of Woodlands County recreation sites.

#### Duties & Responsibilities

- Work in coordination with the Recreation Supervisor to provide direction and oversight to seasonal recreation labourers delivering regular maintenance services at all Woodlands County recreation areas, parks, and open spaces.
- Grass cutting, line trimming, pruning, brush clean up, and weeding of varied County spaces using powered mobile and handheld equipment.
- Manual labour tasks, including but not limited to litter picking, garbage collection and disposal, landscaping, trail clearing, sign installation, and removal of graffiti.
- Assist with construction projects including painting, landscaping, and the installation of park signage, benches, and tables.
- Safe operation of County vehicles and equipment such as 1-ton vehicles, towing loaded trailers, commercial mowers, and other small landscape-related equipment.
- Perform basic maintenance and cleaning of vehicles, equipment and tools.
- Report and assist in solutions to any recreation related service requests.
- Provide general information to the public and assist with their questions, concerns, or complaints as needed.
- Provide event support including assisting in setup, operation, and teardown of special events and functions.
- Responsible for submitting invoices, work orders, time sheets and inspection reports.
- Adhere to Woodlands County's confidentiality requirements.
- Maintain knowledge of and comply with all applicable Occupational Health and Safety legislation and Woodlands County's Occupational Health and Safety policies.
- This position is required to serve as an active member on the Woodlands County's Emergency Response Team when required in the event of an emergency.

#### Functional Requirements

- Grade 12 Diploma or G.E.D.
- Valid non GDL Class 5 driver's licence.
- Experience with basic home and yard maintenance is considered an asset, landscaping and turf maintenance preferred.
- Experience in operating small and heavy equipment is preferred.
- Safety basics, flagging, first aid/CPR, WHMIS, fire extinguisher, defensive driving, experience on tractors, mowers, confined space, hauling trailers, hazard assessment and control would be an asset.

#### Qualifications & Education Requirements

- Work duties are conducted outdoors in all weather conditions.
- Work is frequently conducted in remote/isolated environments.
- Potential interaction with domestic and/or wild animals.
- Physical exertion and extensive walking required.
- Frequent and/or daily driving required.

#### CONTACT US

P: 1-888-870-6315 | E: [hr@woodlands.ab.ca](mailto:hr@woodlands.ab.ca) | PO Box 60, 1 Woodlands Lane, Whitecourt, AB T7S 1N3

#### POSITION TYPE

Full-time  
Term

#### HOURS OF WORK

Monday to Friday  
7:00 am – 3:30 pm

#### HOURLY WAGE

\$26.39 to \$34.44

#### COMPETITION CLOSE DATE

Until suitable candidate is selected

#### HOW TO APPLY

Submit your cover letter and resume email to:  
[hr@woodlands.ab.ca](mailto:hr@woodlands.ab.ca)

Please reference the competition number.

We thank all applicants for their interest. Only those selected for interviews will be contacted.

#### ABOUT OUR MUNICIPALITY

Woodlands County is a rural municipality approximately 150 kilometers northwest of Edmonton, with an area of 7,668 square kilometers. The County surrounds the Town of Whitecourt and includes the hamlets of Blue Ridge, Goose Lake, and Fort Assiniboine. With a population of over 5,250 people, Woodlands County is a thriving natural playground, welcoming families, businesses, and tourists alike to experience and enjoy all there is to offer.