Tap into Water Industry Jobs

Join the Youth Ecology Corps!

Office Positions Available

Eastern Municipal Water District (EMWD) has partnered with the Riverside County Workforce Development Board and California Family Life Center to offer the Youth Ecology Corps Program. This program provides short-term job opportunities to young adults (18 - 24) who are interested in exploring career opportunities in the water industry and related fields.

About the Program

Participants of the Youth Ecology Corps Program will receive safety and ethics training; professional development training which includes resume building, elevator pitches, interviewing, and EMWD 101 (History of EMWD); introductions to EMWD staff within 21 departments at the Perris headquarters building; and tours of EMWD's facilities including a water filtration plant, regional water reclamation facility, and groundwater desalter.

Job Opportunities

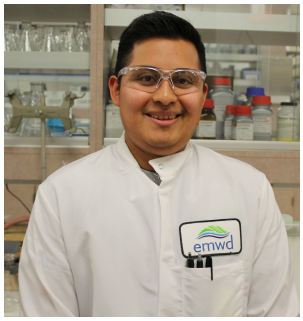
Youth Ecology Corps office assistants generally work mornings for 12 weeks (20 hours per week) and must have their own transportation to/from EMWD. The District provides a variety of part-time temporary job opportunities, based on current needs and youth interest, including:

- Recycled Water and Backflow Coordination Assistant
- Records Management Assistant
- Public and Governmental Affairs Assistant
- Engineering Administrative Assistant
- Development Services Plan of Service Assistant
- Education Assistant
- Mapping Assistant (GIS)
- Safety & Risk Management Administrative Assistant
- Maintenance & Operations Assistant
- Finance Assistant

All Office Assistants will assist EMWD staff with document sorting, scanning, and filing. The **Engineering Administrative Assistant** will perform clerical duties. The **Recycled Water and Backflow Coordination Assistant** will work with two employee teams while learning about recycled water services. The **Records Management Assistant** will help with the organization and electronic storage of District files. The **Public and Governmental Affairs Assistant** will learn to update the Intranet and assist with special projects.

Testimonials from youth who have participated in the program

"The Youth Ecology Corps Program provided me the technical skills necessary to succeed in an office environment. Under the mentorship of staff, I've had the opportunity to manage a variety of projects within the Contracts Department, improving my ability to adapt to any situation that comes my way!"
Jennifer Rith
Contracts
Spring 2018



"Youth Ecology Corps was a beneficial and unique program that I had the opportunity to be a part of after graduating from college. Working in the water quality lab awarded me with hands-on training and showed me what qualities it takes to be a successful employee in the water industry."
Eric Morales
Laboratory
Summer & Fall 2017

Compensation
Youth Ecology Corps participants will receive minimum wage (up to 240 hours)

Requirements
Youth Ecology Corps applicants must:

- Meet age requirements (18 – 24 years old)
- Pass a background check and drug/alcohol test
- Meet specific job requirements related to work schedule, location, transportation to and from work, and dress code
- Successfully complete safety training the first paid work day

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For more information, please contact California Family Life Center:

California Family Life Center
Hemet, CA
951/765-6955

emwd EASTERN MUNICIPAL WATER DISTRICT

Riverside County WDB Workforce Development Board