



2026 Summer Student - Employment Opportunities

Are you a student seeking an exciting opportunity to build new skills, gain hands-on experience and grow your professional network? This summer, join a team that helps shape the community you live in. The City of North Bay is hiring enthusiastic and dedicated individuals who are ready to contribute and learn.

To be hired as a summer student you:

- Must be enrolled in school in the year of application (priority given to students entering or returning to post-secondary in September 2026).
- Must plan to return to school after the summer employment period.
- Must be legally permitted to work in Canada.

To apply for a Summer Student Opportunity with the City of North Bay:

1. Review the list of available opportunities below.
2. Send a cover letter and resume saved in **one pdf document** by email to studentjobs@northbay.ca. Review of applications will begin March 23, 2026; however, this ad will remain posted until the positions are filled.
3. In the email, clearly indicate which positions you are applying for in order of preference. **You only need to apply once.**

While we appreciate the interest of all applicants, only those selected for an interview will be contacted.

***Please note that all summer student employment opportunities are subject to available funding. ***

The City of North Bay is an Ontario Municipal Employees Retirement System (OMERS) Employer. For more information on the benefits of a defined benefit pension plan please visit <https://www.omers.com/>

Accommodation will be provided in all parts of the hiring process. We encourage applicants to make their needs known to Human Resources in advance.

An Equal Opportunity Employer

Available Opportunities

Head Lifeguard

Requirements:

- Satisfactory Criminal Record Check (Vulnerable Sector Check) dated within the last 3 months (or willing to obtain); employment is not confirmed until the receipt of a satisfactory criminal reference check with Vulnerable Sector Screening
- Must hold a current C.P.R. certificate
- Must be a minimum of 16 years of age
- Must hold a minimum of N.L.S. Waterfront
- Preference given to candidates holding Aquatic Emergency Care



Responsibilities:

- Carry out Lifeguard duties at one of the City's supervised beaches
- Prepare and carry out emergency procedures effectively
- Follow departmental policies and procedures
- In the event of Beach Postings, the Lifeguard must be prepared to work alternate duties as assigned (this may require safety-toed work boots)

Anticipated Employment Term: Starting June 2026 till August 2026

Hours of Work: 40 Hours per week

Schedule: Shift work 7 days/week

Wage Rate: \$20.00/hour

Lifeguard

Requirements:

- Satisfactory Criminal Record Check (Vulnerable Sector Check) dated within the last 3 months (or willing to obtain); employment is not confirmed until the receipt of a satisfactory criminal reference check with Vulnerable Sector Screening
- Must hold a current C.P.R. certificate
- Must be a minimum of 16 years of age
- Must hold a minimum of N.L.S. Waterfront
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- Prepare and carry out emergency procedures effectively
- Follow department policies and procedures
- In the event of Beach Postings, the Lifeguard must be prepared to work alternate duties as assigned (this may require safety-toed work boots)

Anticipated Employment Term: Starting June 2026 till August 2026

Hours of Work: 40 Hours per week

Schedule: Shift work 7 days/week

Wage Rate: \$19.50/hour



Summer Youth Centre Staff

Requirements:

- Must hold a current First Aid and CPR Certificate
- Satisfactory Criminal Record Check (Vulnerable Sector Check) dated within the last 3 months (or willing to obtain); employment is not confirmed until the receipt of a satisfactory criminal reference check with Vulnerable Sector Screening
- Display leadership and supervisory skills

Responsibilities:

- Day-to-day operation of center – Report writing, paperwork, contacting parents/guardians, etc.
- Co-supervision of up to 30 program participants ages 6-14 in a variety of settings including indoors, outdoors, and field trips
- General program coordination of sports/games/physical activities, health and wellness activities, and arts & crafts
- Cleaning/sanitizing surfaces/equipment

Anticipated Employment Term: Starting June 2026 till August 2026

Hours of Work: 40 hours per week

Schedule: Monday – Friday from 10:00am – 6:00pm

Wage Rate: \$17.60 per hour

Marina Attendants

Requirements:

- Preference will be given to students who have marina and/or retail experience
- Able to deal effectively with the public
- Successful candidates will be required to wear Safety Work Footwear which bear a green safety emblem
- Satisfactory Criminal Record Check dated within the last 3 months (or willing to obtain) Employment is not confirmed until the receipt of a satisfactory criminal reference check

Responsibilities:

- Keeping the launch ramp and docks clean
- Keeping the marina washroom clean
- Assist boaters with their needs
- Serve gas and pump out septic systems
- Maintaining a cash float for daily sales
- Perform slip rental bookings



Preference will be given to Candidates with availability to continue working on a part-time basis until October 2026.

Anticipated Employment Term:

May 4, 2026 – August 21, 2026

August 30, 2026 – October 10, 2026; Part Time work available
Training for all positions will take place in late April or early May

Schedule: Shift Work – 7 days/week, 40 hours per week

Wage Rate: \$17.60/hour

Assistant Marina Coordinator

Requirements:

- Currently attending secondary or post-secondary facility
- Preference will be given to students who have marina and/or retail experience
- Able to deal effectively with the public
- Successful candidates will be required to wear Safety Work Footwear which cover the ankle and bear a green safety emblem
- Satisfactory Criminal Record Check dated within the last 3 months (or willing to obtain); employment is not confirmed until the receipt of a satisfactory criminal reference check

Responsibilities:

- Communicate daily expectations and activities with the Facilities Coordinator
- Assist in supervising Marina Attendants work, prepare work schedules, prepare daily cash reconciliation
- Keeping the launch ramp and docks clean
- Keeping the marina washroom clean
- Assist boaters with their needs
- Serve gas and pump out septic systems
- Maintaining a cash float for daily sales
- Perform slip rental bookings

Anticipated Employment Term:

May 4, 2026 – August 21, 2026

August 30, 2026 – October 10, 2026; Part Time work available

Training for all positions will take place in late April or early May

Schedule: Shift Work – 7 days/week, 40 hours per week

Wage Rate: \$19.60/hour

Parking Maintenance Student:

Requirements:

- Must be able to follow instructions explicitly
- Must be in good physical condition
- Must be attending a Post-Secondary Institution
- Must be a minimum of 16 years of age
- Successful candidates will be required to wear Safety Work Boots which cover the ankle and bear a green safety emblem
- Satisfactory Criminal Record Check dated within the last 3 months (or willing to obtain) Employment is not confirmed until the receipt of a satisfactory criminal reference check
- Valid Ontario Class 'G2' or 'G' license

Responsibilities:

- Sweeping, garbage pick-up, collecting coins
- Painting
- Possible office work
- Assisting with meter repairs & maintenance
- Lawn & planter maintenance

Anticipated Employment Term: May 4, 2026 – August 21, 2026

Hours of work: 40 hours per week

Schedule: Monday – Friday 6:00 a.m. – 2:00 p.m.

Wage Rate: \$17.60 per hour

Parks Summer Students

Requirements:

- Must be able to follow instructions explicitly
- Preference will be given to students who have landscape maintenance experience
- Successful candidates will be required to wear Safety Work Boots which cover the ankle and bear a green safety emblem
- Must be a minimum of 16 years of age
- Valid Ontario Class 'G2' or 'G' license



Responsibilities:

- The students will perform various general labour tasks as they relate to Parks Ground and Facility maintenance. Such tasks will include painting; cleaning; mowing; raking; and general ground maintenance. They will participate in the parks beautification program which will include planting flowers and plants, garbage pick-up, painting structures. Students will also learn to take the initiative and perform various labour tasks.

Anticipated Employment Term: May 4, 2026 – August 21, 2026

Hours of work: 40 hours per week

Schedule: Varies – may include weekends

Wage Rate: \$17.60/hour

Environmental Services Summer Student

Requirements:

- Post-secondary education in Education or Environmental Science/Studies, Biology
- Excellent Communication skills
- Good interpersonal skills
- Good computer skills
- Available to work Saturdays
- Successful candidates will be required to wear Safety Work Boots which cover the ankle and bear a green safety emblem



Responsibilities:

- The student will assist with daily operations and activities at the City's Waste Diversion Facility.

Anticipated Employment Term: May 4, 2026 – August 21, 2026

Hours of work: 40 hours per week

Schedule: Wednesday–Saturday, 8:00 a.m. to 6:00 p.m.

Wage Rate: \$17.60/hour

Facilities Project Management Assistant

Requirements:

- Post-secondary education in Education in Engineering
- Excellent Communication skills
- Good interpersonal skills
- Good computer skills
- Available to work Saturdays
- Access to a vehicle would be beneficial
- Successful candidates will be required to wear Safety Work Boots which cover the ankle and bear a green safety emblem
- Must be a minimum of 16 years of age



Responsibilities:

- The student will assist the Project Manager with planning and maintaining new and existing projects. The student will also assist with various environmental, water and wastewater program including assisting in preparing and updating various reports, data collection and record data using a variety of computer programs. The student will perform other various administrative tasks. The student will learn to participate in job planning. They will learn to take the initiative to perform various tasks related to the job and will learn to work alongside senior staff.

Anticipated Employment Term: May 4, 2026 – August 21, 2026

Hours of work: 40 hours per week

Schedule: Varies – may include weekends

Wage Rate: \$17.60/hour

Sewer & Water Summer Student Labourers

Requirements:

- Must be able to follow instructions explicitly
- Must be in good physical condition
- Available to work Saturdays
- Access to a vehicle would be beneficial
- Successful candidates will be required to wear Safety Work Boots which cover the ankle and bear a green safety emblem
- Must be a minimum of 16 years of age

Responsibilities:

- The students will participate in general labour duties which will involve general cleaning; raking; shoveling; painting hydrants and will work closely with senior staff. The students will also participate in various administrative functions such as filing and updating daily work sheets.

Anticipated Employment Term: May 4, 2026 – August 21, 2026

Hours of work: 40 hours per week

Schedule: Varies – may include weekends

Wage Rate: \$17.60 per hour



Roads Summer Students

Requirements:

- Must be able to follow instructions explicitly
- Preference will be given to students who have construction and road maintenance experience
- Book 7 Training will be considered an asset
- Must be a minimum of 16 years of age
- Valid Ontario Class 'G2' or 'G' license
- Must be willing to work in a team-oriented setting



Responsibilities:

- The students will perform various general labour tasks related to road construction and road maintenance. Such tasks will include but not limited to shoveling, raking, sweeping, lifting, directing traffic, operating small power tools and packers and other general labour duties. They will participate in the Roads Department operating and capital projects that include ditching/ drainage, storm sewer installation, sidewalk/curb installation and vegetation management. Students will learn to take the initiative and perform various labour tasks.
- Successful candidates will be required to supply and wear their own Safety Work Boots which cover the ankle and bear a green CSA emblem. The CNB will provide all other required PPE (hard hat, safety glasses, gloves, high viz vest, ear protection etc.)

Anticipated Employment Term: May 4, 2026 – August 21, 2026

Hours of work: 40 hours per week

Schedule: Monday to Friday

Wage Rate: \$17.60/hour