

# Municipal Internship Program

## 2025 Host Profile for the Municipal District of Bonnyville No. 87 ([website](#))



Photos by Dana White.

### Community

The Municipal District of Bonnyville No. 87 (M.D.) is one of Alberta's largest municipalities, spanning over 13,000 square kilometres of rich natural landscapes and resources. Situated in the province's northeastern region, the M.D. is home to more than 11,600 residents who enjoy the benefits of rural and country living, complemented by convenient access to urban amenities and services. Within our borders are three urban municipalities, two Summer Villages, three First Nations communities, two Metis Settlements, and the military and aerospace

industries located at the Cold Lake Air Force Base. With a robust economy driven by oil, gas, agriculture, and forestry, the M.D. is one of Alberta's most diversely developed rural districts. This distinctive landscape provides a Municipal Intern with a unique opportunity to gain practical experience that can be applied across municipalities throughout the province.

Want to learn more about the MD of Bonnyville?

Here are a few social media links and accounts where you can explore more about this vibrant community.

[All in a day's winter fun in Bonnyville's backyard;](#)

[Take it to the lake in Bonnyville and get happy;](#)

[Ski Kinosoo for elevated adventures;](#)

[M.D. of Bonnyville Adventure Guide 2024.](#)

### Municipal Projects

As our intern, you will have the opportunity to contribute to implementing a new Enterprise Resource Planning (ERP) system, including transitioning the entire accounting system to the new platform and updating general ledger codes. You will also support the 2026 budget cycle, gaining valuable experience in municipal budget processing and planning. Additionally, you may participate in various initiatives undertaken by other departments, with responsibilities tailored to align with organizational needs and your areas of interest.

### The Top Three

We seek a candidate with strong interpersonal skills who can work collaboratively and communicate effectively with colleagues across various teams. Success in this municipal role will require teamwork as you will engage with multiple departments. The ideal candidate will demonstrate adaptability and thrive in a dynamic environment where responsibilities and priorities may evolve. If these qualities resonate with you, we encourage you to apply!

**Work**

The work arrangement for you is primarily in the office, allowing for direct mentorship, collaboration, and a comprehensive understanding of the Municipal District's operations and culture.

**Accommodations**

The municipality supports new employees in finding suitable housing by providing recommendations for rental unit providers in the area and encouraging the use of community noticeboards and Facebook pages.

**Equity, Diversity, and Inclusion**

The Municipal District of Bonnyville strives to provide a welcoming, diverse, and inclusive work environment through effective human resource management of municipal employees to ensure efficient delivery of programs and services to residents.

**Transportation**

Public transit is not available in the M.D. of Bonnyville. Access to a vehicle may be necessary for commuting to the office, located at 4905 - 50 Avenue in Bonnyville.

**Designation**

The M.D. supports your efforts to pursue your Chartered Professional Accountant (CPA) by assisting with course payments and providing invaluable practical experience within the accounting field. The Supervisor is an accomplished accountant with comprehensive accounting knowledge and the Alternate Supervisor is a designated CPA accountant.

**Salary**

The Municipal District of Bonnyville No. 87 is offering an annual salary of \$62,500.

