The MISSISSAUGAS OF THE CREDIT FIRST NATION

is accepting applications for the contract position of

“First Nation with Schools Collective – Community Liaison Lead”

Closing Date: October 8th, 2020 at 12:00PM

Job Summary:

Liaison with the First Nation with Schools Collective (FNWSC) Structural Readiness Coordinator (SRC) and coordinate communications between the FNWSC, the community and FNWSC community team members. The Community Liaison Lead will also liaise with the SRC and coordinate FNWSC activities for the First Nation.

Educational Qualifications/Minimum Requirements:

- Post-secondary degree or diploma in Public Administration and Governance, Education, Social Science or a related discipline OR
- Grade 12 or equivalent, plus 8 years of relevant experience in a First Nation environment
- Experience in researching First Nation policies
- Flexible hours and travel will be required
- Results of a current criminal reference check including vulnerable sector
- Valid “G” class driver’s license, proof of insurance and ability to travel

Assets:

- Ability to take direction, work independently and with a team.
- Proficient in Microsoft Outlook, Word, and Excel.
- Experience with project management and bookkeeping
- Excellent written and verbal communication skills, as well as excellent analytical skills
- The ability and willingness to make difficult decisions in a timely manner, demonstrating good judgement, respect for organizational policies, and New Credit First Nation values
- Strong interpersonal and organizational skills
- Strong understanding of the Canadian political structure and all levels of government, including Federal, Provincial and First Nation
- Good working knowledge of the MNCFN’s culture, customs and a thorough understanding of the issues facing First Nations communities, particularly in the area of education

Hourly Rate: $21.00

Contract Term: Starting ASAP, running until March 31st, 2021

Please submit your cover letter, resume, proof of educational qualifications and three current references to:
The Mississaugas of the Credit First Nation
Attention: Personnel Committee
2789 Mississauga Road
Hagersville, ON
N0A 1H0

Applications will also be accepted by fax at 905-768-1225 or via email listed below.

A detailed job description is available at the MCFN Admin Building or by email at stephanie.laforme@mncfn.ca

Miigwech to all who apply, only those candidates selected for an interview will be contacted.