The MISSISSAUGAS OF THE CREDIT FIRST NATION
Is accepting applications for the Mentored Work Placement contract position of

“Heritage and Cultural Coordinator/Library Worker”
Closing Date: November 18, 2021 @ 12:00PM

Job Summary:
To provide coordination of the Annual Three Fires Homecoming Pow Wow (for 2022) and provide delivery of Library Services and perform clerical tasks at the MCFN Community Library.

Education and Experience
- Currently interested in career stream such as Event Management, Tourism, Marketing, Business Administration.

Mandatory Requirements
- Must meet age criteria: 15 – 30 years of age as of start date.
- Must be available for some weekends and mandatory to be onsite during Annual Pow Wow (when held on-site)
- Preference of Mississaugas of the Credit First Nation Band Member however the position is open to all First Nation Inuit youth applicants

Knowledge
- Knowledge of the details of planning and execution of successful events, including coordinating, advertising, budgeting

Skills/Abilities
- Adaptable, flexible work schedule
- Ability to work with minimal supervision
- Ability to manage work load and supervision of visitors to Library
- Ability to listen to instructions and take direction from supervisor
- Ability to manage time efficiently and adhere to deadlines
- Good communication skills – written and verbal
- Trouble shooting skills
- Sound decision making skills
- Helpful, trustworthy, flexible, punctual
- Ability to work outdoors, sometimes in adverse weather (pollen, rain, heat)

Assets
- Knowledge of the history, culture and/or language of the Mississaugas of Credit First Nation is an asset.
- Availability for duration of summer and flexible in working hours
- reliable insured transportation and valid driver’s license G/G2 definite asset

Hourly Rate: $18.00 Hours of Work: 37.5 hours per week Contract Term: Expires September 3, 2022

Please submit your cover letter, resume and 3 current references to:

Mississaugas of the Credit First Nation
2789 Mississauga Road
Hagersville, ON
N0A 1H0 or via email to stephanie.laforme@mncfn.ca

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