



The MISSISSAUGAS OF THE CREDIT FIRST NATION
Is accepting applications for the Summer Student- Contract position of
“Heritage/Cultural Coordinator”
Closing Date: June 1, 2023 @ 12:00PM

Job Summary:

Under the direction of the Cultural Committee & Library Committee the Heritage/Cultural Coordinator will be responsible for the development, promotion and the delivery of the MCFN Annual Three Fires Homecoming Pow Wow.

Education and Experience

- Currently enrolled in Post-Secondary with keen interest in Event Management, Tourism, Marketing, Business Administration

Skills/Abilities

- Adaptable, flexible work schedule
- Ability to work with minimal supervision
- 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
- Ability to work outdoors, sometimes in adverse weather (pollen, rain, heat)

Assets

- Knowledge of the history, culture and /or language of the Mississaugas of New Credit First Nation is a definite asset.
- Valid Driver’s License (G1/G2/G) is a definite asset
- Available for duration of summer and flexible in working hours

Mandatory Qualifications

- Must meet age criteria: 19 – 30 years of age as of start date.
- Must have access to reliable insured transportation (some travel maybe required)
- Must be Mississaugas of the Credit First Nation Band Member (funding requirement)
- Must be enrolled full time for 2022/2023 Academic year and returning to school full-time in September 2023

Compensation and Duration

- Set wage of \$18.00/ hour
- **Start date:** May 29, 2023 for 14 weeks (37.5 hours per week with some overtime required during event)

Please submit your completed Employment & Training Intake Package, 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 at the address listed below.

A detailed job description is available at the Administration Building or by email at

stephanie.laforme@mncfn.ca