

**ADMINISTRATION OFFICE  
DEPARTMENTS:**

Administration, Finance,  
Capital Projects, Public Works,  
Ontario Works,  
Education,  
Economic Development,  
Lands, Membership



**ADMINISTRATION OFFICE:**

2 Village Road  
Nobel, Ontario,  
P0G 1G0  
Tel: (705) 366-2526  
Fax: (705) 366-2740

**SHAWANAGA FIRST NATION**  
**EMPLOYMENT OPPORTUNITY**  
**Kinomaugewgamik Elementary School**

**Position:** Tutor Escort/Education Assistant

**Vacancies:** One (1)

**Term:** Contract/Part-Time – approx. 20/hours – 4 hours per day.

**Start Date:** As soon as possible

**Salary:** To be determined

**Duration:** School year January 2026 – June 2026.

**Duties Include:**

- Working one on one with the student inside the classroom and as needed outside the classroom setting.
- Cooperate and work as a team member to provide a relevant and meaningful education.
- Work under the direction of the Classroom Teacher and Shawanaga First Nation Administration.
- Follow the procedures and protocols of Shawanaga First Nation Education Department.
- Other duties as assigned (within reason).

**Qualifications Include:**

- Grade 12 diploma minimum; preference will be given to those with post-secondary credentials.
- Experience working with children a definite asset.
- Preference in a school setting.
- Completion of Tutor Escort, or Education Assistant, or Teacher Aide Certificate a definite asset.
- Good organizational and communication skills; both written and oral.
- Excellent interpersonal skills.
- Ability to problem-solve.
- Able to work with minimum supervision.
- Must work well with children.
- Be a positive role model.
- Valid ON Driver's license a definite asset.

- CPR and First Aid training a definite asset.
- Vulnerable Sector Check is required.

*Preference may be given to Indigenous candidates with relevant on-reserve employment experience and/or those with knowledge and understanding of Shawanaga First Nation history and community.*

**Successful candidates must be able to produce and maintain a clean Criminal Record Check.**

Only those applicants selected for an interview will be contacted, thank you for your interest. Please submit a resume with a cover letter and three (3) current work-related references via in-person, email or fax to;

Ava Pawis  
Human Resource Coordinator  
Shawanaga First Nation  
2 Village Rd, Nobel, ON P0G 1G0  
Tel: (705) 366-2526 \* Fax: (705) 366-2740 \* Cell: (705) 346-0321  
Email: [recruitment@shawanagafirstnation.ca](mailto:recruitment@shawanagafirstnation.ca)

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