

OPEN

JOB ANNOUNCEMENT

CULTURAL ADVISOR

POSITION: Cultural Advisor

POSTING DATE: May 4, 2026

ANTICIPATED START DATE: As Soon As Possible

REPORTS TO: Health & Social Services Manager

HOURS OF WORK: Monday to Thursday, 8:30 a.m. to 4:30 p.m. including a ½ hour unpaid meal break and Friday from 8:30 a.m. to 1:00 p.m.
Additional hours and travel will be required from time to time to meet operational needs

DUTIES:

The Cultural Advisor provides guidance upon request to ensure that programs, policies, and community initiatives reflect and uphold the traditions, values, and teachings of the Mississaugas of Scugog Island First Nation (MSIFN). This role supports cultural integrity across service delivery and community engagement, offering advice on cultural protocols and fostering collaboration internally and externally.

The Cultural Advisor champions cultural priorities within the organization, promotes language revitalization, and strengthens cultural competency among staff and service providers. By mentoring community members and supporting cultural education, this position plays a key role in preserving and advancing Michi Saagig traditions for current and future generations.

This role advises leadership on cultural protocols, acting as a trusted and impartial liaison between MSIFN Council, Staff, Community, and Knowledge Keepers and external partners, advocating MSIFN cultural priorities.

- Provide cultural guidance to staff, committees, and program teams, ensuring that initiatives, policies, and services reflect MSIFN traditions, values, and teachings.
- Advise on cultural protocols and best practices for events, ceremonies, and gatherings, guaranteeing respectful adherence to Michi Saagig practices and spiritual considerations.
- Plan, coordinate, and facilitate cultural programs and community gatherings, including seasonal ceremonies, Pow-Wows, workshops, and other cultural learning opportunities that promote language revitalization, identity, and intergenerational knowledge transfer.
- Integrate cultural elements into health, social, and wellness programs, collaborating with service providers to create holistic approaches rooted in Michi Saagig traditions.
- Build and maintain strong relationships with Elders, Knowledge Keepers, and cultural organizations to foster collaboration, support access to traditional knowledge, and strengthen cultural capacity across MSIFN
- Coordinate access to traditional healers and cultural resources, ensuring the community receives culturally appropriate support and guidance.
- At the request of Chief & Council or with Manager approval, represent MSIFN in cultural forums and collaborative projects, advocating for cultural priorities and strengthening partnerships with other First Nations and external stakeholders.
- Mentor community members, providing guidance and support to develop cultural leadership skills and deepen understanding of Michi Saagig traditions.
- Provide oversight and direction in the training and professional development of the Oshkaabewis positions, ensuring they receive structured learning opportunities, clear guidance, and culturally grounded instruction to build the necessary knowledge and technical competencies for their roles.
- Provide ongoing mentorship and guidance to the Oshkaabewis positions, fostering their confidence, cultural leadership capacity, and overall effectiveness in contributing to the long-term strengthening and advancement of cultural knowledge and practices within the MSIFN community.

service providers, enhancing cultural competency and respectful engagement practices.

- Provide stewardship over cultural resources, including sacred items, ceremonial tools, and educational materials, ensuring proper care, storage, and respectful handling.
- Prepare and monitor budgets for cultural programs, oversee expenditures, and assist with funding proposals and reporting to secure financial sustainability.
- Maintain accurate documentation and reporting, tracking cultural program outcomes, evaluating effectiveness, and providing updates to leadership.
- Coordinate communications on cultural updates and inquiries following the communications protocol, helping to ensure timely and accurate information is shared through newsletters, social media, and community platforms.
- Perform other duties as assigned
- Comply with privacy legislation, laws, policy, and procedures while respecting and maintaining confidentiality
- Comply with Health and Safety legislation, policies, and procedures
- Ability to work independently and collaboratively within a multidisciplinary team
- Facilitate the resolution of conflicts to maintain a positive and productive work environment
- Participate actively in mandatory meetings and training sessions as directed
- Valid driver's license and \$1M liability insurance
- CPIC/VSS acceptable to position upon conditional offer

PAY RATE: \$43.22-\$48.79

MINIMUM QUALIFICATIONS:

- H.S. Diploma or General Education Degree (GED)
 - 3 years Michi Saagig cultural teachings and research, and other social activities experience
 - 5 Years total work experience
 - Knowledge, understanding, and respect for Michi Saagig culture, traditions, teachings, and community dynamics
 - Community service work
- Work experience with a First Nation or Indigenous Organization
An equivalent combination of education, training, and experience, as deemed appropriate by the hiring panel, will also be considered

TO APPLY: Please submit your resume and cover letter to:
arai@scugogfirstnation.com

DEADLINE: Position will remain open until filled

Note: Consideration will be given to documented past employment performance, attendance and reliability history for applicants who were previously employed by MSIFN. Applicants must meet the minimum qualifications identified to be considered for an interview. Only those applicants selected for an interview will be contacted.

The MSIFN is committed to employment equity. All qualified candidates are encouraged to apply; however, Aboriginal applicants will be given priority. Qualified candidates who self-identify as "Aboriginal" as defined in the MSIFN Recruitment Policy, will be given preferential consideration for any position.

"An Equal Opportunity Employer"