



CHIPPEWAS OF KETTLE & STONY POINT FIRST NATION

EMPLOYMENT OPPORTUNITY

SPORTS AND REC WORKER – ONE YEAR

PROGRAM AREA: SPORTS AND RECREATION
POSITION TITLE: SPORTS AND RECREATION WORKER
REPORTING PROTOCOL: REPORTS TO THE SPORTS AND RECREATION SUPERVISOR

POSITION SUMMARY: The Sports and Recreation Worker is responsible for providing support to the Sports and Recreation department.

EDUCATION/PROFESSIONAL REQUIREMENTS:

- Grade 12 diploma or equivalent.
- Experience in the First Nation office environment an asset.
- Must provide a clear Vulnerable Sector/CPIC
- Class G driver's License

SKILLS REQUIRED:

- Must have excellent communication skills.
- Must be punctual and maintain good attendance.
- Must be a good Team player.
- Must be highly organized and able to prioritize tasks with excellent time management skills.
- Follow the Chippewas of Kettle & Stony Point First Nation Employee Policy Manual.
- Abide by the Youth Center, Sport & Recreational guidelines.

WORK CONDITIONS:

- Working in various of weather conditions.
- Some heavy lifting.
- Maintain safety precautions.
- Overtime, weekends, evenings, and holidays as required.
- Food handlers
- First Aid & CPR

PREFERENTIAL HIRING REQUIREMENTS:

- KSPFN encourages all qualified individuals to apply. However, preference will be given to qualified First Nations people in accordance with KSPFN' General Principles of the Human Resource Management Policy, section 16 of the Canadian Human Rights Act, sub-section 24(1)(a) of the Ontario Human Rights Code, and section 7 of the Employment Equity Act. First Nations candidates who wish to qualify for preferential consideration can self-identify themselves in their cover letter.
- Successful applicant must provide a current and up to date CPIC and vulnerable sector background check upon hiring.
- Successful applicant must provide a copy of their Diploma and other related certificates
- Applicants must consent to a full background check upon hiring.

PLEASE SUBMIT YOUR COVER LETTER AND DETAILED RESUME
BY CLOSING DATE – DECEMBER 16th, 2024 by 4:00pm

TO: Chippewas of Kettle & Stony Point First Nation,
ATTN: **HR – Sports and Recreation Worker**
Email to: hr.assistant@kettlepoint.org
Mail to: 6247 Indian Lane, Kettle & Stony Point First Nation, ON N0N 1J1
Fax: 519-786-2108

*A full Job Description is available: contact the HR assistant at hr.assistant@kettlepoint.org
Interviews will be scheduled shortly after the closing date.*

ONLY THOSE APPLICANTS WHO MEET THE QUALIFICATION STANDARDS AND REQUIREMENTS WILL BE INTERVIEWED. AN UPDATED CPIC AND A REFERENCE CHECK WILL BE REQUIRED FOR THE SUCCESSFUL CANDIDATE PRIOR TO FINAL CONFIRMATION OF EMPLOYMENT