



<b>Position:</b>	Lands & Park Assistant Mississauga Prv. Park	<b>Accountability:</b>	Lands & Resources Manager / Park Supervisor
<b>Hours of Work:</b>	32 Hours/Week	<b>Employment Status:</b>	Summer Student (AYWEP)
<b>Circulation Level:</b>	Level I	<b>Preferences:</b>	MFN Member/person of Aboriginal descent

### **JOB PURPOSE**

The project objective of the Aboriginal Youth Work Exchange Program (AYWEP) is to provide Aboriginal Youth with advanced training, job skills, experience and networks to support future career opportunities in natural resources and/or the Ontario Public Service (OPS). In addition, the Program enables Aboriginal Youth to positively contribute to the economy and sustainability of their communities/regions.

### **KEY JOB FUNCTIONS**

- Ensures confidentiality and safekeeping of all personnel policies, records, and documents
- Conducts himself/herself in a professionally appropriate manner at all times
- Assist with updating First Nation values as it pertains to taking care of MFN lands and resources
- Adhere to safety regulations at all times
- Maintain any horticultural displays, including planting, weeding, watering, cultivation and pruning
- Responsible for Park sanitation
- Operate all equipment to perform the above duties including all light equipment
- Other duties and training as it relates to the development of MFN's Lands and Resources Program.

### **Eligible Student Participants**

**To be eligible to participate in the Aboriginal Youth Work Exchange Program (AYWEP), individuals must:**

- Preference will be given to students enrolled in a Natural Resource or an Environmental Studies program at an Ontario University or College
- A resident of Ontario and legally able to work in Canada
- Must be between the ages of 15-24 (29 if a person with a disability) at the time of hire
- Able to self-identify as Aboriginal
- Has been registered as a full-time student in the previous academic year and intends to return to school on a full-time basis in the next academic year
- **Must submit copy of current year school report card/ transcripts and attendance**

### **Other Qualifications**

- Must be willing to obtain or in possession of First Aid/CPR
- Must be willing to obtain Workplace Hazardous Material Information System (WHMIS) training
- Must have a valid Class G1, G2 or G Driver's License
- Must be able to provide proof of a Social Insurance Number upon hiring

### **Knowledge**

- Knowledge in computers and software packages
- Knowledge of the use of recreational equipment (boats, ATV, and snowmobile) would be an asset

TO APPLY: Customize your cover letter and resume to the duties, experience, expectations and qualification listed on the job ad. Using concrete examples, you must show how you demonstrated the requirements for this job. We rely on the information you provide to us in your application during screening. **Successful candidates who receive interviews must provide copies of their education qualifications and certifications at the time of interview.** Please note that all interviews will be **in person**. If you would like a copy of the full job description and/or are interested in applying you may submit your covering letter, resume and three (3) work related references to:

Mississauga First Nation  
P.O. Box 1299 Blind River, Ontario P0R1B0  
Attention: Rita Chiblow, Human Resources Advisor  
Marked: **CONFIDENTIAL**

**EMAIL:** ritac@mississaugi.com **FAX:** 705-356-1740

**Deadline:** Friday, June 22, 2018 at 4:00 pm

***Thank you to all applicants; however, only those selected for an interview will be contacted.***