

STRENGTH
PEACE
UNITY

Mohawk Council of Kahnawake

P.O. Box 720
Kahnawake Mohawk Territory J0L 1B0

Tsi Nikaio'tenhséro:tens Ne Onkweshón:'a Rotiió'tens

HUMAN RESOURCES UNIT



Tel.: (450)632-7500

Fax: (450)638-5958

Website: www.kahnawake.com

KAHNAWAKE SUMMER STUDENT EMPLOYMENT PROGRAM (KSSEP) 2024

JOB OPPORTUNITY

<u>POSITION:</u>	Two (2) Jr Lifeguards (Summer Student) – Sports & Recreation Unit
<u>DURATION:</u>	Fixed-Term, Full-Time
<u>DESCRIPTION:</u>	See Attached Job Description
<u>SALARY:</u>	Summer Student – Level C CEGEP - \$16.50 (8 weeks) (June 17-August 23, 2024)
<u>Hours of Operation:</u>	Rotating Schedule
<u>Hours per week:</u>	35 hours per week
<u>DEADLINE FOR APPLICATION:</u>	Friday, May 24, 2024 - 4:00 p.m.
<u>Requirements:</u>	ALL REQUIRED DOCUMENTS MUST BE SUBMITTED <u>BEFORE</u> THE DEADLINE FOR YOUR APPLICATION TO BE CONSIDERED. <ul style="list-style-type: none">✓ Applicant Checklist✓ Letter of intent✓ Resume✓ Registered at Tawatohni'saktha (KSSEP)

APPLICATION:

Please address your application to Dawn Stacey, Manager of Recruitment & Staffing.
Forward your complete application via e-mail to: Applications@mck.ca

NOTE: Job Descriptions can be obtained on our website:
www.kahnawake.com/jobs and/or www.kedc.biz

- **Please ensure applications are submitted complete, as requested. Incomplete applications may not be considered.**
- **Only candidates selected for an interview will be contacted.**

STRENGTH
PEACE
UNITY

Mohawk Council of Kahnawake



P.O. Box 720
Kahnawake Mohawk Territory J0L 1B0

Tsi Nikaio 'tenfiseró:tens Ne Onkweshón:'a Rotiió'tens

HUMAN RESOURCES UNIT

Tel.: (450)632-7500
Fax: (450)638-5958
Website: www.kahnawake.com

Job Description

GENERAL INFORMATION	
Job Title:	Junior Lifeguard (Kahnawake Beach)
Division:	Sports & Recreation Unit
Date of Job Description:	January 2024
Terms:	8 weeks Fixed Term, 30 hrs/wk
Job Reports to:	General Manager of Sports and Recreation

THE INCUMBENT	
Name of Incumbent:	
Date of Hiring:	
Name of Supervisor:	Kwaronienhawi Jacobs

GENERAL JOB DESCRIPTION
Under the supervision of the General Manager of Sports and Recreation, will perform duties related to the safety, security, maintenance, and operation of the Kahnawà:ke Beach.

RESPONSIBILITIES	TASKS
Responsible for the safety and security of visitors and staff of the Kahnawake Beach.	<ul style="list-style-type: none"> ➤ Constantly monitors swimmers in water and beach visitors; ➤ Acts as a first responder to any injured persons in water or on beach premises; ➤ Addresses emergency situations (rescues, injuries, etc.) in a timely and professional manner; ➤ Contacts Kahnawake Peacekeepers/Kahnawake Fire Brigade in case of emergency situations; ➤ Ensures that visitors adhere to all beach safety rules; ➤ Deals with security issues as they occur, calling Peacekeepers, communicating with visitors and contacting Immediate Supervisor as needed; ➤ Responsible for documenting emergency or security issues and keeping shift logs after the fact;

	<ul style="list-style-type: none"> ➤ Responsible for reminding visitors of safety rules on the dock and slide; ➤ Ensures no youth climb on the lifeguard's chair.
Ensures the daily operations of the Kahnawake Beach	<ul style="list-style-type: none"> ➤ Ensures beach area is free of broken glass, debris, or other dangerous obstacles; ➤ Ensures cleanliness of the Rescue Station intermittent sanitization of portable washrooms; ➤ Responsible for sales of concession items as needed; ➤ Responsible for filling out sales sheets or other logs as required.
Performs Landscape Laborer duties in the event of a beach closure.	<ul style="list-style-type: none"> ➤ Maintenance of fields used by Kahnawake Minor Sports, assist in Kahnawake Sports Complex and Playground Annual Operations, assist in Playground/Sports Facility Inspections and Safety training; ➤ Performs Park Attendant duties in the event of a beach closure; ➤ Responsible for visitors of the Mini Putt/Sesame Park and Kahnawake Beach, ensures daily operations of the venue, and performs minor animation as of the Keep on Moving Kahnawake Program.
<ul style="list-style-type: none"> ➤ Performs other job-related duties as directed by immediate supervisor. 	

ACCOUNTABILITY	
<ul style="list-style-type: none"> ➤ To monitor swimmers and maintain safety practices and procedures; ➤ To ensure work is performed in an efficient and timely manner; ➤ To make rapid decisions regarding the safety and security of staff and visitors regarding the water; ➤ To use discretion and handle safety and security issues with visitors; ➤ To ensure supervision of visitors to the beach; ➤ To ensure the cleanliness and routine maintenance of the premises ➤ To deal with internal and external clients in a tactful, discreet, and courteous manner; ➤ To maintain confidentiality; ➤ To adhere to the MCK Administration Manual-Personnel Policy and Kanienkeha Language Initiatives. 	

QUALIFICATIONS	
Education and Experience Required	<ul style="list-style-type: none"> ➤ Require enrollment in and successfully obtaining Bronze Cross certification as well as First AID/CPR/AED certification. ➤ KSSEP student enrolled in an educational program for 2023.
Skills	<ul style="list-style-type: none"> ➤ Knowledge of water safety, rescue/First Aid principles;

Requirements	<ul style="list-style-type: none">➤ Physically fit, athletic background, proven swimming ability;➤ Responsible and strong work ethic;➤ Strong communication and customer service skills;➤ Ability to work independently;➤ Ability to work overtime in evenings and on weekends appreciated;➤ Ability to work in constant exposure to heat and outdoor environment;➤ Ability to communicate in Kanien'kéha and French is an asset;➤ Willingness to learn Kanien'kéha is required.
---------------------	---

IMMEDIATE SUPERVISOR

THE INCUMBENT

DATE

DATE