



MOHAWK COUNCIL OF KAHNAWÀ:KE

HUMAN RESOURCES UNIT

P.O. Box 720

KAHNAWÀ:KE MOHAWK TERRITORY, J0L1B0

450-632-7500

JOB OPPORTUNITY

POSITION: Outdoor Recreational Facility Worker, Sports & Recreation Unit

DURATION: One (1) Year - Fixed-Term, Full-Time (February 24, 2025 – February 27, 2026)
Six (6) Month Probation Period

DESCRIPTION: See Attached Job Description

SALARY: \$717.75 to \$810.62 Per Week
Hours of Operation 8:30 a.m. to 4:00 p.m.
Hours per week 37.5 hours per week

DEADLINE FOR APPLICATION: Wednesday, February 5, 2025 - 4:00 p.m.

REQUIREMENTS: **ALL REQUIRED DOCUMENTS MUST BE SUBMITTED BEFORE THE DEADLINE FOR YOUR APPLICATION TO BE CONSIDERED**

- ✓ Applicant checklist
- ✓ Letter of intent
- ✓ Resume
- ✓ Driver's Licence

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

NOTE: All forms and requirements are listed on our website: www.kahnawake.com/jobs

- **Please ensure complete applications are submitted as requested. Incomplete applications may not be considered.**
- **Only candidates selected for an interview will be contacted.**
- **Preference will be given to Aboriginal candidates.**
- **When adding attachments please use PDF format. Any other formats may be blocked from our system.**



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RONWATIIO'TÉNHSE RAOTIRIHWA'SHÓN:'A RONTERIHWATSTERÍSTHA'

Core Job Information	
Job Title:	Outdoor Recreational Facility Worker
Division:	Sports & Recreation Unit
Reports To:	GM of Sports Complex and Facilities
Date of Job Description	January 2025
Purpose	
<p>The Outdoor Recreational Facility Worker provides outdoor maintenance services to the Kahnawà:ke Parks Department, aimed at ensuring safe and efficient outdoor facilities operations; provides support to the Operations and Minor Sports Coordinator and Sports Complex staff as needed.</p>	
Roles & Responsibilities	
<p>To Operate and Maintain Ice Surfacing, Snow Grooming and Trail Making Machinery</p> <ul style="list-style-type: none"> • Responsible for the making, maintaining, and upkeeping of multiple ice surfaces. • Responsible for the making, maintaining and upkeep of multiple groomed snow trails. • Responsible for preventative maintenance including flooding, edging, and shoveling due to weather. • damage to ice surfaces. • Responsible for maintenance of tools, equipment and vehicles used. 	
<p>To Operate and Maintain Grass Cutting, Field Marking and Brush Cutting Machinery</p> <ul style="list-style-type: none"> • Responsible for preventative maintenance such as weeding, seeding, and filling in holes on sports fields. • Responsible for maintenance of bleachers, benches, picnic tables and other facility seating. • Responsible for cutting grass and removing garbage at parks and recreational spaces including the Beach and Mini Putt. • Responsible for painting fields, putting out nets and marking lines on baseball diamond and soccer field in absence of Rink Attendant. • May act as a back up to the Rink Attendants. 	
<p>To Ensure That a Healthy, Safe and Hygienic Work Environment is Maintained</p> <ul style="list-style-type: none"> • Enforces work safety standards and ensures precautions are used at all times. • Consults with authorities during safety, health, or other inspections, enacts suggestions. • Maintains log, reports repairs needed for machinery and equipment to Immediate Supervisor. 	
<p><i>The statements herein reflect general details to describe the principal functions of this job and should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties or be assigned projects associated with these responsibilities as directed by their immediate supervisor.</i></p>	



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Education & Experience

- High School Diploma, plus one (1) year relevant experience.

Knowledge, Skills, Abilities

- Sound knowledge and understanding of equipment safety and maintenance techniques.
- Good interpersonal skills.
- Ability to communicate efficiently, use sound judgment, take initiative, and apply various problem-solving techniques.
- Computer literacy and the willingness and ability to undergo any provided computer training to ensure proficiency with Microsoft Word, E-mail, and software systems.
- Conducts business with internal and external clients in a tactful, discreet, and courteous manner.
- maintains confidentiality.
- Adhere to the MCK Administration Manual-Personnel Policy and Kanien'kéha Language initiatives.
- The ability to communicate in the Kanien'kéha and French languages is an asset.
- The willingness to learn Kanien'kéha is a requirement.

Working Environment

- Forty (40) hour work week, in an outdoor environment.
- Ability to adapt to outdoor working conditions.
- Must be available to work varying shifts, nights, and weekends and occasional overtime may be required.
- Moderate to high stress.
- Frequently required to stand, walk, and occasionally required to climb or balance, bend, stoop, kneel, or crouch.
- Must also be able to lift and/or move up to regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 25 pounds, and occasionally lift and/or move up to 100 pounds.
- Working near or at equipment, instruments, machinery, or power/hand tools that may be a potential source of accident or injury.

Commitment Statement

I serve the Kahnawake community with its best interest in mind by supporting and encouraging creative, critical, and resourceful thinking, accepting, and nurturing innovative ideas and approaches, and demonstrating my dedication and integrity through my efforts, actions, and words. I am part of a team that is empowered to take initiative in an interactive working environment.

Signatures



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Employee's Signature: _____

Date: _____

Supervisor's Signature: _____

Date: _____