



SHEGUIANDAH FIRST NATION JOB POSTING

Position:	Source Water Protection Coordinator
Location:	Sheguiandah First Nation
Accountability:	Director of Operations/Lands and Community Engagement Manager
Employment Status:	Full-Time Term (35 hours/week, 2-Year Contract)
Hours of Work:	Administration Hours (8:30am-4:30pm)
Preferences:	Person of Indigenous decent/Sheguiandah First Nation Band Member
Salary:	\$50,000.00 Per Annum
Tentative Start Date:	ASAP

Position Summary

Sheguiandah First Nations is seeking a motivated individual to fulfill the role of Source Water Protection Coordinator, interested in the protection of lakes, rivers and groundwater on Sheguiandah First Nation territory. The main objective of the role will be to develop a community-based source water protection plan. The coordinator will determine the issues facing Sheguiandah First Nation's water and the impacts on water quality and aquatic species. This position requires an organized, reliable, and proactive person who is an excellent communicator.

Essential Functions

Under the supervision of the Land and Community Engagement Manager, the duties and responsibilities of the Source Water Protection Coordinator are:

Technical Skills

- Collect and sort data for analysis, this includes both quantitative and qualitative data
- Be comfortable working outdoors for periods of time
- Analyze and interpret federal and provincial legislation, regulations and guidelines pertaining to water
- Interpret basic water quality monitoring results, reports and maps
- Create written reports and presentations

Communications and Coordination

- Position will be main point of contact for this project
- Communicate regularly with community members, consultants, and Lands and Community Engagement Manager
- Coordinate, organize and lead community meetings, when appropriate
- Create feedback surveys and deliver presentations
- All other duties are assigned.

Qualifications:

- A degree or diploma in biology, environmental science or studies, or relevant experience is considered an asset
- Basic understanding of water science and environmental protection, or willingness to learn.
- Experience in coordinating/managing projects, reviewing documents, and liaising between multiple groups
- Proficient in Microsoft Word, PowerPoint, and Excel
- Excellent communication skills are required for this position
- Ability to work independently
- Access to an insured vehicle and valid driver's license
- Sensitivity to the unique needs of First Nations peoples
- Familiarity with the Sheguiandah First Nation territory
- Criminal Reference Check (CRC) required (Current 30 days, original or certified copy).



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Criminal Reference Check (CRC) Rationale: Sheguiandah First Nation is in a position of trust to its band members and is committed to providing a safe and secure work environment. Applicants must have record clear and/or dated of convictions relating to fraud, drugs, assault and theft. The CRC must be current (30 days) and the original document.

Interested applicants must submit cover letter, resume, three (3) current references and education certifications to:

Confidential: Source Water Protection Coordinator

c/o Human Resources

reception@sheguiandahfn.ca

142 Ogemah Miikan, Sheguiandah, ON P0P 1W0

Phone: (705) 368-2781 Fax: (705) 368-3697

For a job description, please contact hrassistant@sheguiandahfn.ca or by calling (705) 368-2781. Miigwetch to all applicants for their interest, but only those selected for an interview will be contacted.