



CONSTANCE LAKE FIRST NATION
P.O Box 4000 37 Wa-Wa-Ska-Shoo St.
Constance Lake, Ontario - P0L 1B0
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General e-mail: clbo@clfn.on.ca
Website: www.clfn.on.ca

JOB POSTING
Two (2) Recreation Workers

OVERVIEW:

Under the general supervision of the Youth Coordinator, the Recreation Workers are to provide and hold recreational activities for the community. This is a term position ending March 31, 2023 and may be extended based on funding availability.

PREFERRED QUALIFICATIONS:

- Excellent written, oral and correspondence skills
- Good interpersonal and organizational skills
- Good computer skills
- Ability to work with people of all ages
- Ability to work flexible hours – work evenings and weekends, when required
- Highly motivated and able to work with minimum supervision
- Ability to coordinate to various recreation activities
- First Aid and CPR would be an asset or willing to obtain certificate
- Criminal Record to be submitted
- Must undergo and pass a drug test
- Valid Driver's Licence would be an asset

DUTIES AND RESPONSIBILITIES:

- To increase participation opportunities by providing recreation and physical activity programs suitable to the needs and interests of all CLFN community members
- Work with Youth Coordinator in creating a calendar of activities
- Work with CLFN programs with recreational activities and events
- Assist with coordinating and/or hold sport and recreation programs for our youth within our community
- Assist with and/or hold after school youth sport and leisure programs
- Assist with coordinating and/or hold seasonal carnival and recreational events
- Assist with and/or hold family fun day events and weekend activities
- Inform community members of activities through postings, calendars, newsletters
- Perform other related duties as required

Please submit your resume, cover letter and 3 references either by email, fax, or in-person at the Band Office to:

Edith Moore, HR Officer
Constance Lake First Nation
Box 4000
Constance Lake, ON P0L 1B0
Fax: 705 463 2222
Email: edith.moore@clfn.on.ca

DEADLINE FOR APPLICATIONS: February 1st, 2023

Please note that only candidates selected for an interview shall be contacted.