

INTERNAL/EXTERNAL POSTING EMPLOYMENT OPPORTUNITY

Position: Custodian Part-Time/Casual– Matawa Education and Care Centre

Background:

Formed in 1988, Matawa First Nations Management (Matawa) is a Tribal Council providing services to nine member communities in Northern Ontario. The organization is dedicated to providing its members with advisory and support services in the areas of communications, economic development, education, finance and business, health, membership, and technical services.

The Matawa Education Department supports quality, accessible, community-based educational services for seven Matawa First Nation communities: Aroland, Eabametoong, Nibinamik, Long Lake #58, Ginoogaming, Neskantaga, and Webequie First Nations. In addition to providing Advisory services to Education Authorities and Matawa First Nation leadership, the Education Department administers post-secondary support services for 5 Matawa First Nations; operates the Matawa Education and Care Centre (MECC), a private secondary school located in Thunder Bay; and coordinates the Student Nutrition Program for 6 communities.

The MECC provides a unique learning environment to support students as they move toward the successful completion of their secondary education and continue on their pathways to work, training or post-secondary education programs.

At this time, Matawa First Nations Management invites applications from qualified applicants for the position of **Custodian Part-Time/Casual** at the Matawa Education and Care Centre (MECC) located in Thunder Bay, Ontario.

Position Summary:

The Custodian is responsible for maintaining an attractive, sanitary, and safe facility for students, staff, and the public. They ensure that projects and maintenance are completed in a safe, proper, and timely manner. The position plays an essential role in maintaining the building and supporting a learning environment that promotes health, attitude, and pride of students, while serving as a role model by displaying a professional, courteous, and helpful nature.



As a member of the Matawa Education team and reporting to the Facilities Manager and the Executive Director, they will be responsible for the overall sanitation, security, safety and maintenance of the facility, grounds, and equipment.

Preferred Qualifications/Requirements:

- Graduation from high school or equivalent
- Demonstrated 1 year (minimum) experience as a maintenance worker or custodian
- Qualifications in a technical/facilities field or relevant trade courses preferred
- Knowledge of and experience in an education facility
- Background and experience with Indigenous culture and practices is preferable
- Demonstrated ability to work effectively with all levels of staff and coworkers and students
- Knowledge of Ojibway, Cree or Oji-Cree will be considered an asset
- Excellent oral and written communication skills
- Valid Ontario Driver's License
- Must submit a current Criminal Record Check and TB skin test.

Salary: We offer competitive hourly wage of \$26.00/hour commensurate with education and work experience.

For additional information, including specific qualifications for the position, please view the Job Description at the Matawa website: www.matawa.on.ca.

Please submit cover letter with resume and three employment references to:

Matawa First Nations Management
RE: Custodian Part-Time/Casual
200 Lillie Street North
Thunder Bay, Ontario P7C 5Y2
Email: careers@matawa.on.ca

Closing Date: Thursday, August 27, 2026, 4:30 PM

We thank all applicants for their interest in working with Matawa First Nations, however only those selected for an interview will be contacted.

