

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

JOB OPPORTUNITY

KAHNAWAKE SUMMER STUDENT EMPLOYMENT PROGRAM (KSSEP) 2022

- POSITION:** Junior Lifeguards (3), Sports & Recreation Unit
- DURATION:** Nine (9) Weeks – Full-Time (June 27, 2022 – August 26, 2022)
- DESCRIPTION:** See Attached Job Description
- SALARY:** Based on Tawatohnhi'saktha KSSEP rates
LEVEL C – CEGEP - \$15.15 per hour
- HOURS OF OPERATION:** Rotating Schedule
30 Hours per week
- DEADLINE FOR APPLICATION:** Friday, May 13, 2022 - 4:00 p.m.
- REQUIREMENTS:** **ALL REQUIRED DOCUMENTS MUST BE SUBMITTED BEFORE THE DEADLINE FOR YOUR APPLICATION TO BE CONSIDERED**
- A **Signed Privacy Waiver** allowing a security check to be performed along with a **copy of a valid photo ID**
 - **Letter of intent**
 - **Resume**
 - **Names and telephone numbers of three (3) references**
- SPECIAL REQUIREMENTS:** All applicants **MUST** be registered as a Student with the Tawatohnhi'saktha KSSEP.

PLEASE NOTE: Job descriptions can be obtained at www.Kahnawake.com website and www.KEDC.biz

We will only be accepting applications by e-mail at this time. Please forward your complete application via e-mail only to: Applications@mck.ca

Should you have any questions contact:
*Jessica Paul, Junior HR Generalist OR
Dawn Stacey, Manager of Recruitment & Staffing
Human Resources Unit*

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Job Description

GENERAL INFORMATION	
Job Title:	Junior Lifeguard (Kahnawake Beach)
Division:	Sports & Recreation Unit
Date of Job Description:	April 2021
Terms:	9 weeks Fixed Term 30 hrs/wk
Job Reports to:	General Manager of the Sports Complex and Facilities

THE INCUMBENT	
Name of Incumbent:	
Date of Hiring:	
Name of Supervisor:	Kenneth Kane

GENERAL JOB DESCRIPTION
Under the supervision of the General Manager of the Sports Complex and Facilities, will perform duties related to the safety, security, maintenance and operation of the Kahnawà:ke Beach. This position will require enrollment in and successfully obtaining Bronze Cross certification as well as First AID/CPR/AED certification.

RESPONSIBILITIES	TASKS
Assumes Responsibility 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 Peackeepers/Kahnawake Fire Brigade in case of emergency situation; ➤ 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; ➤ Responsible for COVID-19 social distancing reminders at Beach

	<ul style="list-style-type: none"> ➤ Responsible for reminding visitors of safety rules on the dock and slide; and ➤ 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; and ➤ Responsible for filling out sales sheets or other logs as required.
<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, discrete 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"> ➤ CPR/First Aid/AED training, Bronze Cross certificate, or enrolled in the course; <p style="text-align: center;">plus</p> <p style="text-align: center;">KSSEP student enrolled in an educational program for 2022.</p>
Skills Requirements	<ul style="list-style-type: none"> ➤ Knowledge of water safety, rescue/First Aid principles; ➤ 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;

	<ul style="list-style-type: none">➤ 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.
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THE IMMEDIATE SUPERVISOR

THE INCUMBENT

DIRECTOR OF HUMAN RESOURCES