1 RIVERSIDE DRIVE
CHISASIBI, QUEBEC
BOX 150, JOM 1E0

(819) 855-2878
www.chisasibi.ca

CREE NATION OF CHISASIBI – JOB OPPORTUNITY

JOB OPPORTUNITY

TITLE: **Evening Programs Monitor (Part-Time)**

DEPARTMENT: **RECREATION AND LEISURE**

CORE FUNCTION: Under the supervision of the Director of Recreation & Leisure but more specifically, the direct supervision of the Recreation & Leisure Coordinator, the Evening Programs Monitor will work across different areas of the department based on operational needs and scheduled activities. This position is intended to provide additional hands-on support to Recreation & Leisure staff helping ensure programs, activities and facilities operate smoothly and provide a positive experience for community members.

DUTIES AND RESPONSIBILITES:

- Support children, youth, adults and families participating in recreation activities.
- Assist with drop-in activities, community programs, sports activities, and special events.
- Assist with monitoring program areas and reporting concerns to the appropriate staff member.
- Collect and organize program supplies and equipment following activities.
- Assist with program evaluations, participant feedback and attendance records.
- Assist with preparing areas and equipment for swimming programs and activities.
- Assist with participant check-in and basic customer service.
- Help maintain clean, organized and welcoming public areas.
- Assist with setting up and putting away equipment used for pool programs and activities.
- Support swimming pool staff during programs, events and busy operational periods.
- Provide support to different areas of the Recreation & Leisure Department based on operational needs.

- Assist Recreation & Leisure and Swimming Pool staff during periods of increased workload.
- Perform other related duties as may be assigned from time to time by the immediate supervisor.
- Maintain a positive, customer focused image of the Cree Nation of Chisasibi and respond to user concerns, problems, or complaints in a timely manner.
- Will represent the **Cree Nation of Chisasibi** in a polite and professional manner when dealing with community members.
- May be required to provide assistance to other departments.
- Perform any other tasks as assigned by their immediate supervisor.

EMPLOYMENT REQUIREMENTS:

- Must have Secondary 5 Diploma
- Strong communication and interpersonal skills.
- Driver's Licence required
- Ability to work independently and as part of a team.
- Reliable, punctual and flexible.
- Willingness to work evenings and weekends as required.
- Ability to adapt to working in different recreation environments.
- Ability to follow instructions, policies and safety procedures.
- Ability to perform physical tasks associated with recreation programs and activities.
- First Aid/CPR certification & ASP Safety Card is considered an asset.

EMPLOYMENT CONDITIONS:

- Part-time/on contract (25 hours per week)
- Willing to work evenings, weekends, and holidays.

SALARY RANGE:

- Salary range: $20.00 per hour

For more information on the job posting, please come to the CNC Administrative building or call at (819) 855-2878 ext. 361.

Please note: when submitting your resume, please include copies of all diplomas, certificates, valid driver's license and Indian status card. All applicants must agree to perform a criminal background check.

Persons interested in this position are asked to forward their résumé/application within the prescribed deadline to the following:

Barbara Spencer
Director of Human Resources
Cree Nation of Chisasibi
P.O. Box 150
Chisasibi, Quebec
J0M 1E0

Or via email to: jobposting@chisasibi.ca

Posting Date:	**November 17, 2026**
End of Posting:	**November 30, 2026**

APPLICATIONS WILL NOT BE ACCEPTED AFTER 5 PM