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

(819) 855-2878
www.chisasibi.ca

CREE NATION OF CHISASIBI – JOB OPPORTUNITY

JOB OPPORTUNITY

TITLE: **FIELD MAINTENANCE HELPER (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 Field Maintenance Helper provides hands-on support to the Recreation Field Maintenance team in maintaining and preparing outdoor recreation spaces and facilities. The position will have a primary focus on the operation and maintenance of the community outdoor skating rink and the new skating trail during the winter season.
He/she will assist with routine maintenance, ice preparation, snow removal, equipment handling, site cleanliness and general outdoor recreation facility upkeep. The position will also provide additional support to the Field Maintenance team with various duties and projects as required.

DUTIES AND RESPONSIBILITES:

- Assist Field Maintenance staff with routine outdoor maintenance duties.
- Support the Field Maintenance team with seasonal preparation and maintenance of recreation facilities.
- Assist with mowing, trimming, raking, snow removal and general grounds maintenance when required and within seasonal duties.
- Assist with the preparation and maintenance of sports fields and outdoor recreation areas.
- Help with the setup and removal of equipment for recreation activities and events.
- Assist with loading, unloading, moving and storing equipment and materials.
- Help maintain organized storage areas, tools and maintenance equipment.
- Assist with transporting materials and equipment between recreation facilities when required.

- Support the Field Maintenance team during busy periods, special events and seasonal projects.
- Perform general labour duties associated with recreation facility maintenance.
- Assist with minor repairs and maintenance tasks as directed and within the employee's training and abilities.
- Report damaged, missing or malfunctioning equipment to the appropriate supervisor.
- Assist with the daily and routine maintenance of the outdoor skating rink.
- Assist with maintaining the skating trail throughout the winter season.
- 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 a Secondary 5 Diploma
- Must a valid Driver's License
- Physical working in extreme weather
- Safety card
- First Aid/CPR is 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