



**JOB POSTING
COMMUNITY COORDINATOR
FULL TIME TERM POSITION
JANUARY 2019- OCTOBER 2020
MOHAWK GOVERNMENT**

Salary Level: SP 11 STEP 2 \$40,745.82

POSITION SUMMARY:

Under the supervision of the Government Support Manager, this role is responsible for ensuring proper collaboration of programs and events between Kana:takon, Tsi Snaihne, and Kawehno:ke districts.

QUALIFICATIONS:

- Two year associates in Public Administration, Native Studies, Business Administration, Project Management or related discipline with;
- Three (3) years of relevant experience in Administrative and Project coordination.

All interested applicants must submit a letter of interest, resume, and copies of all certificates/diplomas along with three (3) references submitted on the Consent to Release Reference Check Form (contact Human Resource Office) **no later than 5:00 p.m., Thursday, January 24, 2019 to**

**Shayleen Thompson, HR Staffing Officer
Administration Building # 1
Akwesasne, Quebec
H0M 1A0
(613) 575-2250, ext. 2150**

E-mail: shayleen.thompson@akwesasne.ca

- Applicants must clearly outline that they meet the qualification requirements on their resume.
- Native preference in hiring.
- As a requirement of employment all applicants must have a Canadian Social Insurance Number.
- An eligibility list will be created for one (1) year.
- **Only those selected for further screening or an interview will be contacted**