



MOHAWKS OF THE BAY OF QUINTE

KENHTEKE KANYEN'KEHÁ:KA

HUMAN RESOURCES, ADMINISTRATION OFFICE
24 Meadow Drive, Tyendinaga Mohawk Territory, ON K0K 1X0
Phone 613-396-3424 Fax 613-396-3627
Website: www.mbq-tmt.org

EMPLOYMENT OPPORTUNITY

Position Title: Turtle Monitor

Posting Type: Internal

Program: Environmental Department

Location: Tyendinaga Mohawk Territory, ON

Position Type: Part Time

Duration: Term Position (12 weeks)

Posting Closes/Deadline: March 24, 2024, at 11:59pm

Tentative Interview Dates: TBD

Start Date: April 1, 2024

Salary Range: \$17.65 per hour

About Us:

Mohawks of the Bay of Quinte (MBQ) is a vibrant First Nation community located on the beautiful shores of the Bay of Quinte. We are located approximately 20 minutes from Belleville, ON and centrally located between Toronto and Ottawa. There are approximately 11,000 registered members with approximately 2200 residing in Tyendinaga. MBQ is an employer that prides itself on diversity and fairness, providing a progressive working environment that fosters culture, positivity, and growth.

Position Summary:

The SAR Turtle Monitor (Monitor) will work for 12 weeks, Monday to Friday, maximum of 40 hours a week, to monitor and ensure the safety of turtles during a road construction project. Monitors will do morning and evening sweeps of temporary wildlife fencing and road shoulders to identify, document and report turtle encounters. Additionally, Monitors will be responsible for data collection and input.

Reporting:

This position will report to the Environmental Services Supervisor.

Summary of Main Responsibilities:

- ☞ Morning and evening turtle monitoring on site at road construction project.
- ☞ Collecting data regarding SAR turtles and non-target species.
- ☞ Ensuring collected data is recorded legibly and accurately on Data Collection Sheets
- ☞ Reporting turtle sightings and assisting with coordination of turtle safety measures needed
- ☞ Providing records to and regularly communicating with the Mohawks of the Bay of Quinte Environment Department
- ☞ Safely and properly handling turtles and turtle eggs where needed (training provided).
- ☞ Reporting turtle and wildlife sightings
- ☞ Maintaining a daily log documenting information, such as, number and status of turtles and other wildlife.
- ☞ Inputting data into Excel spreadsheets and creating reports as needed

- ☞ Reporting any incidents/wildlife encounters to supervisor and the proper authorities, agencies and/or organizations.
- ☞ Other related duties as identified and required by the Environmental Services Coordinator

Requirements:

- ☞ Interest in turtles, wildlife and the environment is an asset
- ☞ Education in the environmental field is an asset
- ☞ Must provide a satisfactory CPIC (documentation will be required if successful applicant)
- ☞ First Aid and CPR an asset
- ☞ Valid Driver's License and reliable vehicle

Knowledge, Skills, and Abilities:

- ☞ Ability to work outdoors in all conditions; heat, cold, damp/wet conditions
- ☞ Ability to walk in uneven terrain
- ☞ Ability to properly and safely obtain and record data
- ☞ Ability to maintain data collection sheets
- ☞ Strong computer skills and experience using Excel, and Microsoft products

Behavioural Competencies:

- ☞ Must be an empathetic and non-judgemental person
- ☞ Must maintain strict confidentiality
- ☞ Be honest, respectful, and trustworthy
- ☞ Possess cultural awareness and sensitivity
- ☞ Be creative and flexible
- ☞ Demonstrate sound work ethic
- ☞ Demonstrate keen attention to detail

Application Process:

If you are interested in this opportunity and possess the above list of qualities and requirements, please forward your resume and cover letter via mail, email, fax or in person to:

<p>By Mail:</p> <p>Mohawks of the Bay of Quinte 24 Meadow Drive Deseronto, ON K0K 1X0 ATTN: Careers</p>	<p>By Fax: 613-396-3627</p> <p>By Email: careers@mbq-tmt.org</p>
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For more information or a detailed job description, please contact Human Resources at (telephone) 613-396-3424 or (email) careers@mbq-tmt.org

To find out more about Mohawks of the Bay of Quinte, please visit our website at www.mbq-tmt.org

- ☞ *Internal Postings are for members of MBQ or active employees only*
- ☞ *The tentative interview date(s) are subject to change and are posted for planning purposes only*
- ☞ *MBQ is grateful for all who show interest in our First Nation and take the time to apply, however, only those chosen for an interview will be contacted*
- ☞ *Late applications will not be considered*
- ☞ *MBQ is an equal opportunity employer, as well, MBQ references Canada's Aboriginal Employment Preferences Policy*
- ☞ *MBQ is currently conducting interviews via Microsoft Teams and follows all Community Health guidelines as they relate to COVID-19*