



MOHAWKS OF THE BAY OF QUINTE

KENHTÈ:KE 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: [Personal Support Worker](#)
Posting Type: Internal
Program: Home and Community Care
Location: Tyendinaga Mohawk Territory, ON
Position Type: Part Time (24 hours/week)
Duration: Permanent Position
Posting Closes/Deadline: May 24, 2026, at 11:59 p.m.
Tentative Interview Dates: TBD
Salary Range: Pay Grade Level C (*Salary Range \$27.80 - \$28.87*)

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 Personal Support Worker is responsible for providing a variety of non-medical support care services to individuals and families in their place of residence and in the community.

Reporting:

This position will report to the Home & Community Care Program Manager and the Care Co-Ordinator.

Summary of Main Responsibilities:

- ☞ Provides personal care to the community
- ☞ Assists in client mobility
- ☞ Assists clients with other daily tasks, such as meal preparation, and taking out garbage/ recycling
- ☞ Maintains accurate home care documentation
- ☞ Provides accurate and timely report of client issues to nursing staff
- ☞ Ensures Health and Safety compliance
- ☞ All other duties as required

Requirements:

- Diploma/Certification in an approved Personal Support Worker Program
- An equivalent combination of education, training and experience will be considered

- Experience in a First Nation setting would be considered an asset
- Provision of a clear up-to-date Vulnerable Sector Check
- Provision of a clear driver abstract and valid G license, own vehicle and insurance
- Must be able to work all shifts including nights and weekends

Knowledge, Skills and Abilities:

- Working knowledge of personal support worker practices, competencies, limitations
- Excellent time management and note taking and risk assessment skills
- Ability to work independently and as part of a team for client care
- Ability to perform under stressful conditions
- In-depth knowledge of Tyendinaga community, customary care practices, and local resources
- Have a sound working knowledge of the Mohawks of the Bay of Quinte and Wellbeing policies and procedures
- Demonstrate a good knowledge of and respect for Indigenous people, cultural heritage and history.
- Demonstrates high ethical standards and confidentiality
- Proficiency in Microsoft Office including database applications
- Knowledge and strong interest in Indigenous, and Haudenosaunee specific, culture and traditions
- Reliable and trustworthy with a strong work ethic and positive attitude
- Able to meet physical demands of the job

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:

By Mail: Mohawks of the Bay of Quinte By Fax: 613-396-3627
 24 Meadow Drive
 Deseronto, ON K0K 1X0 By Email: careers@mbq-tmt.org
 ATTN: Careers

For more information or a detailed job description, please contact Human Resources at (telephone) 613-396-3424 or (email) careers@mbq-tmt.org or 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 (please advise/declare in your email and/or cover letter)*
- *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 joining our team 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*
- *Must legally be eligible to work in Canada*
- *If you require accommodations for the interview, please let us know*
- *AI may be used in applicant selection, all final decisions are made in person*