



# SUMMER STUDENT EMPLOYMENT OPPORTUNITY

## Earthwalkers Crew Lead Coordinator

**Department: Natural Resources**

**Supervisor: Manager, Natural Resources**

**Tenure: Start Date June 8, 2026 (12 weeks)**

**\$29.46 per hour**

**Deadline to Apply: Friday, June 5 at 4:00 p.m.**

The Earthwalker Crew Lead Coordinator is responsible for the leadership, coordination, and delivery of the Algonquins of Pikwakanagan First Nation Earthwalker Program. This position provides direct supervision to summer student Earthwalkers and supports the successful implementation of field-based environmental and educational programming throughout the summer season.

### **DUTIES & RESPONSIBILITIES:**

#### **1. Service Delivery**

- Supervise, support, and mentor summer student Earthwalker participants throughout the duration of the program
- Implement and deliver field-based program activities in alignment with the approved workplan
- Ensure Earthwalker activities are completed safely, effectively, and within established timelines
- Adapt daily programming as needed, including preparing and delivering alternative indoor activities during inclement weather
- Travel to Algonquin Park and other designated field sites to support program delivery and supervision
- Ensure Earthwalkers are trained in the proper use of tools, equipment, and fieldwork practices

#### **2. Collaboration**

- Liaise with program partners to coordinate scheduling, logistics, and program delivery requirements
- Work collaboratively with partners to integrate educational content into summer programming
- Communicate regularly with Youth Programs and other stakeholders regarding program progress and operational needs

#### **3. Quality and Risk Management**

- Ensure all participants are provided with and properly use required personal protective equipment (PPE)

**For full Job Description please email [hr@pikwakanagan.ca](mailto:hr@pikwakanagan.ca)**

### **REQUIREMENTS:**

- Experience in report writing, supervision, team management, problem solving and working with the public;
- Good interpersonal, verbal and written communication skills;
- Knowledge of the Earthwalkers Program
- Ability to organize and provide training needed for the Earthwalkers.
- Valid Boating Operators License is considered an asset.
- WHMIS and First Aid/CPR AED Certificate is considered an asset.

### **CONDITIONS OF EMPLOYMENT:**

- Vulnerable Sector Check
- Driver's Abstract and proof of valid 'G' License

## How to Apply

- Cover Letter
- Current Resume
- Three (3) professional/work-related references that include name, phone number and email address.

### Submit to:

Human Resources Department  
Algonquins of Pikwakanagan First Nation  
1657A Mishomis Inamo, Pikwakanagan, Ontario, KOJ 1X0

hr@pikwakanagan.ca

### Subject Line: Earthwalkers Crew Lead Coordinator

Please allow for 24 hours to receive a 'Confirmed Receipt' of your application submission should you apply via email.

**Application Procedure:** Interested persons must submit a resume demonstrating that they meet the requirements outlined and the names and day contact telephone numbers of three (3) professional references.

**Screening Procedure:** Applicant must not be a member of the supervisor's immediate family. The best qualified candidate will be defined and determined so as to include the following: Provided the candidate meets the basic requirements of the position and is deemed qualified following the interview process, preference will be given to:

- a) the qualified indigenous person who is an Algonquin; then to,
- b) the qualified indigenous person; then to,
- c) the qualified non-indigenous candidate.

**Interviews:** Interviews will be conducted in-person or virtually by Teams Meeting. AOPFN has the right to shortlist for interview/assessment purposes of the five (5) most qualified persons and typically establishes an eligibility list.

## What Algonquins of Pikwakanagan First Nation Offers:

- Pension Plan
  - (Permanent EE only)
- Starting at 10 Paid Sick Days
- 4% Vacation
- Holiday Shutdown
- 14 Provincial and Federal Statutory Holidays
- Health Spending Account (Dental, Vision, Prescriptions, etc.)
- Milestone Recognitions & Rewards
- Half days on Fridays prior to holiday Mondays
  - (Conditions Apply)

We are committed to achieving employment equity and developing a highly capable workforce that is representative of Canadian Society. We therefore encourage women, Indigenous peoples, persons with disabilities, and members of visible minority groups to apply and declare themselves as part of one or more of the above mentioned Employment Equity Designated Groups.

AOPFN is also committed to developing inclusive, barrier-free selection processes and work environments. If contacted in relation to a job opportunity or testing, you should advise the recruitment representative in a timely fashion of the accommodation measures which must be taken to enable you to be assessed in a fair and equitable manner. Information received relating to accommodation measures will be addressed confidentially.