

SERPENT RIVER FIRST NATION

195 Village Road
Cutler ON, P0P 1B0



Telephone: (705) 844-2418

EMPLOYMENT OPPORTUNITY

Summer Student Lead – 2 Positions

Position Summary:

As a Summer Student Lead, your role will involve planning and overseeing activities for children and teenagers during their summer break. You will be responsible for creating a work plan, organizing schedules, and ensuring the safety and enjoyment of all participants. Strong leadership and organizational skills are essential for this position.

Position Duties

- Collaborate with the Summer Student Lead and other SRFN departments or organizations to develop programming and special events
- Develop and implement camp programs, schedules, and daily activities that promote fun, learning, and cultural engagement
- Attend and support day trips/camp during the months of July and August outside of SRFN (ie. Daystar, Sudbury Trips, etc.)
- Supervise camp staff and provide guidance, direction, and support as needed
- Ensure compliance with health and safety regulations and emergency procedures and SRFN Policies
- Communicate regularly with parents/ guardians to provide updates and address concerns
- Coordinate transportation and logistics for campers and staff
- Plan and oversee special events and theme days and community based activities
- Maintain accurate records including registrations forms, attendance and incident reports
- Keep accurate records (registration forms, incident reports, attendance numbers)
- Stay in regular contact and notify the Employment & Training Coordinator/Director of Education of any issues or conflicts promptly.

Qualification:

- Must be a Post Secondary Student or equivalent
- Studies in a related field is considered an asset
- Current Standard First Aid and CPR certification
- Vulnerable Sector check required
- Experience Working with children ages 6- 15
- Strong communication and active listening skills
- Effective interpersonal skills and the ability to work with the general public
- Positive, outgoing attitude with a strong customer service orientation

- Reliable, dependable, and able to work both independently and as part of a team
- Proficiency with Microsoft Office
- Ability to maintain confidentiality as required
- Lifeguard certification an asset
- Food Handlers certificate is an asset
- Availability from June 1, 2026 – August 28, 2026
- Knowledge of Ojibway culture and of the 7 grandfather teachings

Don't meet every qualification?

If you are excited about this position and meet most, but not all, of the listed qualifications, please still consider applying. We recognize that no one person might have every qualification in this job, and you just might be the right candidate!

Qualified Serpent River First Nation members or Indigenous applicants will be given priority consideration.

Late or incomplete applications will not be considered. We appreciate your interest, however, only those selected for an interview will be contacted.

Interested applicants **MUST** submit a cover letter, resume, and three references from a direct supervisor/manager to:

Attn: Human Resources – Summer Student Lead
195 Village Road, Cutler Ontario, P0P 1B0
Email: hr.jobs@serpentriverfn.com
By: May 29, 2026 by 4:00 p.m.