



Cultivating and Packaging Assistant

Department: Business Operations
Posting Date: October 13, 2023
Location: Jocko Point, Nipissing First Nation, ON
Schedule: Standard Work Week
Job type: Full Time Contract
Vacancies: 1
Reports To: Mnogin Greenhouse Manager/Head Grower

We are currently seeking a dedicated and adaptable Cultivating & Packaging Assistant to join our team! Reporting to the *Mnogin Greenhouse Manager/Head Grower*, the Cultivation & Packaging Assistant will assist with the daily operations of the modular plug-and-play hydroponic systems. The Cultivation & Packaging Assistant will complete regular operating tasks, including seeding, transplanting, harvesting, packaging and regular cleaning and maintenance as instructed while ensuring we deliver the highest-quality products to our community and customers.

What you'll do in the role

- Harvest, clean and package fresh produce.
- Aid in deliveries and/or sales of produce as needed, including for example, delivering orders within North Bay and Sturgeon Falls.
- Complete regular operating tasks in the farm, including seeding, transplanting and regular cleaning and maintenance, as instructed.
- Maintain overall health of the system, including the planting trays and overall maintenance.
- Always follow standard operating procedures and the training you have been provided, including abiding by all safety protocols and good agricultural practices.
- Participate in training, including training on the technology, food safety and general worker safety. Implement what you have learned in your training in your daily work.
- As you become more familiar with the technology, you may be asked to aid in identifying or troubleshooting issues that may arise, including of a mechanical or horticultural nature.
- Maintain appropriate records and ensure compliance with all applicable laws and regulations.
- Other duties as assigned.

Just a few reasons to join Nipissing First Nation

- Opportunity to work with a dynamic team with career growth across multiple departments
- Nipissing First Nation prides itself in providing its employees with job security, competitive wages and a safe working environment.
- On-the-job training to support your success in the role
- Casual dress

What you bring to the table

- Respect for Indigenous culture and willingness to learn Nibiising Nishnaabemwin.
- Must be self-motivated, detail-oriented, organized and have strong problem-solving abilities.
- Demonstrated experience following instructions and procedures.
- Strong customer service skills and proven track record of working effectively in teams.



Employment Opportunity

- Comfortable with technology such as Google and Microsoft Office suites, as well as iPads/Windows computers.
- Ability to work independently without direct supervision.
- Good reading and writing skills.
- Ability to work in a fast-paced work environment, showing adaptability and resiliency through unforeseen challenges.
- Self-starter, capable of driving projects with minimal oversight.
- Must be able to legally work in Canada.
- Must be able to lift boxes up to 25 lbs, or 50 lbs with assistance, climb small step ladders, and work full shifts on your feet.
- A valid driver's licence and access to a reliable vehicle is a requirement.

Application Deadlines:

Nipissing First Nation adheres to the following process for our recruitment practices.

Closing October 27, 2023 - 1st Round

- Opportunities are open to all registered Nipissing First Nation members. Please advise your status in your application
- Applicants who are considered Round 2 or Round 3 will not be considered, regardless of when the application is received.
- If no suitable candidate is found, the process will proceed to Stage Two

Closing November 3, 2023 - 2nd Round

- Opportunities are open to spouses and children of registered Nipissing First Nation members and registered members of other First Nations. Please advise your status in your application
- Applicants who are considered Round 3 will not be considered, regardless of when the application is received.
- If no suitable candidate is found, the process will proceed to Stage Three

If you are excited by this opportunity and want to be a part of Nipissing First Nation, please apply online by emailing your cover letter and resume to resumes@nfn.ca no later than 4:30pm on the application deadline noted above.

Are you a member of NFN? If so, please read below:

- ✓ *Nipissing First Nation supports the training and growth of their members and strongly encourages their members to apply to positions.*
- ✓ *Work experience and training opportunities are taken into consideration when screening applications.*
- ✓ *Nipissing First Nation members are encouraged to apply to all rounds of employment postings.*
- ✓ *As per Section 24(1)(a) of the Ontario Human Rights Code, Nipissing First Nation gives preference to First Nation applicants for any employment opportunities.*

Miigwech to all applicants for their interest; however only those selected for an interview will be contacted.