



## Employment Opportunity

### Grounds Keeper

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Department:	Public Works
Posting Date:	December 5, 2025
Location:	Nipissing First Nation, ON
Schedule:	Full- Time – Up to 35 hours per week
Job type:	Permanent
Vacancies:	One (1)
Reports To:	Director of Infrastructure and Planning
Salary Wage:	\$ 45,463.60 – \$ 59,987.20

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Nipissing First Nation is seeking a highly motivated individual to join our team as a Grounds Keeper. This role will work alongside our Public Works Department and will be responsible for maintaining the cleanliness and safety of our Wellness Camp as well as our community!

#### What You'll Do in the Role

- Perform regular grass cutting, trimming, and brush clearing using lawn mower, whipper snipper, etc.
- Conduct seasonal maintenance: snow removal, salting/sanding walkways.
- Ensure yurts, trailers, and washroom facilities are clean, safe, and welcoming for participants.
- Monitor water, plumbing, and sanitation systems to ensure consistent operation and report any issues promptly.
- Operate and maintain wood stoves and sacred fires with attention to safety and cultural protocols.
- Repair and maintain structures such as yurt bases and arbours using appropriate tools and techniques.
- Support the setup and takedown of land-based programming and cultural events.
- Prepare and maintain culturally significant spaces (e.g., ceremonial grounds, sacred fire areas) in collaboration with Elders and Knowledge Keepers.
- Harvest and handle natural materials (e.g., cedar, tobacco, sweetgrass) respectfully and in accordance with traditional teachings.
- Safely operate small engines and tools: chainsaw, snow blower, lawn mower, etc.
- Perform routine inspections and basic maintenance on all equipment.
- Manage fuel storage and usage safely.
- Keep accurate logs of equipment use, servicing, and maintenance activities.
- Support participants in learning safe tool use as part of life skills development, when appropriate.
- Ensure equipment used in cultural activities is maintained with care and respect
- Follow all safety protocols and use appropriate personal protective equipment (PPE).



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- Promote and practice environmental stewardship in all land-based activities.
  - Identify and report hazards, damages, or unusual occurrences promptly.
  - Maintain records of maintenance, incidents, and safety checks.
  - Support cultural and environmental values of the community in all tasks.
  - Practice trauma-informed approaches in all interactions, especially with participants in withdrawal management or emotional distress.
  - Participate in teachings and integrate traditional land stewardship into daily practices.
  - Support the emotional and physical safety of participants by maintaining a calm, respectful presence and collaborating with Wellness staff.
  - Act in accordance with Nipissing First Nation's Code of Ethics and maintain confidentiality to protect the privacy of participants, staff and community members.
  - Perform additional duties aligned with the role and department objectives.
  - Participate in cultural events, ceremonies, and required training (e.g., trauma-informed care, duty to report).
  - Support participants in developing life skills related to home and land maintenance.
  - Collaborate with Wellness staff to ensure participant well-being.
  - Serve as a role model in demonstrating respect for the land, community, and cultural practices.
  - Assist in emergency response or crisis situations in coordination with Wellness staff.
  - Support intergenerational learning and cultural revitalization through mentorship and land-based teachings.
  - Other duties as required or assigned.
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#### ♥ ♥ Reasons to Join Nipissing First Nation (*unchanged for every posting*)

At NFN, we don't just offer a job, we offer a purpose-filled career in service to our community. Our workplace is one where learning is encouraged, growth is supported, and our culture is celebrated.

- ✓ Work with a passionate team rooted in community values
- ✓ Be part of an inclusive, supportive work culture
- ✓ Competitive salary and defined contribution pension plan
- ✓ Comprehensive benefits package – medical, dental, vision, life, and disability
- ✓ Business Casual dress and modern workplace practices
- ✓ Training, mentorship, and ongoing development opportunities

#### 🌳 Vacation Time:

Start with three (3) weeks of vacation, plus enjoy a two (2) week paid office closure over the December holiday season – giving you time to rest, reset, and reconnect.



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#### Additional Leave:

We offer better-than-average leave benefits to support your health, wellness, and work-life balance.

#### What You Bring to the Table

- Must have a Highschool Diploma
- Must have access to a reliable vehicle
- A diploma or trade certificate in maintenance or public works related field is an asset but not required.
- Must have a Class G Drivers License
- Must have a minimum of 3 years experience in General Construction Labour and/or Maintenance, demonstrating the ability to perform duties, including work in one or more building trades.
- Technical and Maintenance Competencies:
- Ability to assess maintenance and repair needs and determine when tasks exceed personal expertise or safety limits, requiring escalation to qualified professionals or supervisory staff.
- Ability to maintain and make minor repairs to operating equipment
- Operate cleaning, gardening and snow removal equipment
- Basic knowledge in trades including carpentry, plumbing, groundskeeping, pest management, and electrical wiring
- Experience operating wood stoves and managing firewood.
- Understanding of fire safety protocols and ability to teach safe fire practices to others.
- Knowledge of safe cleaning practices, maintenance, and sanitation procedures.
- Knowledge of or willingness to learn Nipissing First Nation cultural protocols, teachings, and land-based practices.
- Respect for sacred spaces, ceremonies, and traditional materials.
- Dependable and punctual with a strong work ethic.
- Commitment to maintaining confidentiality and upholding the Nipissing First Nation's Code of Ethics.
- Strong initiative, judgement and self-direction
- Effective communication, listening and public relation skills
- Strong observational and reporting abilities
- Ability to work independently and as part of a team
- Capacity to take direction and work under minimal supervision
- Strong attention to detail
- Physically capable of lifting and moving objects up to 50lbs
- Ability to work flexible hours, including evenings and weekends



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#### Application Deadlines and How to Apply

Nipissing First Nation follows a structured and fair hiring process. Please identify your eligibility clearly in your application.

#### Round 1 – Closing December 19, 2025,

*Only open to registered Nipissing First Nation members.*

(Round 1 applicants will be considered at this stage.)

#### Round 2 – Closing December 26, 2025,

*Only open to spouses and children of registered NFN members and registered members of other First Nations.*

(Round 2 applicants will be considered at this stage.)

#### Round 3 – Closing January 2, 2026,

Open to all applicants (status and non-status).

Posting will remain open until the position is filled.

If you are excited by this opportunity and want to make a meaningful impact with Nipissing First Nation, please submit your **cover letter and resume** to:

 [resumes@nfn.ca](mailto:resumes@nfn.ca)

 **Deadline:** 4:30 p.m. on the date assigned to your eligibility round

#### Are You a Member of NFN?

Nipissing First Nation is deeply committed to the training, development, and employment of our members. ***We strongly encourage NFN members to apply,*** even if you don't meet every qualification. Your lived experience matters, and we consider all aspects of your background in the hiring process.

As per **Section 24(1)(a)** of the *Ontario Human Rights Code*, **preference will be given to First Nation applicants.**

***Miigwech to all applicants for your interest.  
Only those selected for an interview will be contacted.***