



Employment Opportunity

Animal Control Officer

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| Department: | Natural Resources |
| Posting Date: | March 6, 2026 |
| Location: | Garden Village, Nipissing First Nation |
| Schedule: | Part-Time (approximately 21 hours weekly) |
| Job type: | Permanent |
| Vacancies: | One (1) |
| Reports To: | Manager, Natural Resources |
| Salary Wage: | \$24.98-\$27.04 |

Nipissing First Nation is hiring an Animal Control Officer to support community safety and responsible animal guardianship. The Officer will respond to calls about animals at large, track and impound animals when necessary, and issue warnings or citations for by-law violations. The role also includes providing community education on responsible pet ownership. A NFN patrol vehicle, required equipment, and training will be provided.

What You'll Do in the Role

- Provide staggered patrols in all communities of NFN.
- Respond to calls regarding animals at-large or posing a threat to the health, welfare, and safety of the community, seeking means to impound, confine, and relocate animals as necessary.
- Coordinate the licensing/registration of domestic animals.
- Liaise with the North Bay Humane Society.
- Coordinate yearly rabies clinics in each community.
- Promote responsible pet guardianship through school programs and education.
- Prepare related legal documents

Reasons to Join Nipissing First Nation



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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.

Additional Leave:

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

What You Bring to the Table

- High School Diploma or equivalent
- Must possess a valid Class G driver's license.
- Must be able to work a flexible schedule to meet the demands of the position.
- Must possess strong verbal and written communication skills.
- Must have a genuine interest in and concern for the overall well-being of animals and demonstrate empathy and compassion for animals.
- Respect for Indigenous culture and willingness to learn Ojibwe.
- Must be available to immediately respond to calls and inquiries.
- Must be able to work with other staff, volunteers, and the public in a positive, practical manner and be able to work with minimum supervision.
- Previous kennel or animal care and control experience will be considered an asset.
- Some knowledge in recognizing different breeds of dogs and cats, as well as various species of exotic animals including basic care requirements preferred.
- Ability to recognize signs/symptoms of disease and to handle dangerous and/or injured animals with a minimum of personal risk.
- Physical abilities to perform the assigned duties.



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- Ability to prepare comprehensive reports as required.
- Must have strong interpersonal and organizational skills and must demonstrate an ability and willingness to adhere to the standards of operational procedures, productivity, and time management.
- Knowledge of computers

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 March 20, 2026,

Only open to registered Nipissing First Nation members.

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

Round 2 – Closing March 27, 2026,

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 April 3, 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

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

 **Are You a Member of NFN?**



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Nipissing First Nation is committed to increasing employment opportunities for our members and strongly encourages qualified NFN members to apply.

Applicants are expected to meet the essential qualifications identified in the posting. Transferable skills may be considered and reasonable on the job training may be provided where operationally appropriate. Positions requiring specific credentials, licenses, or regulated qualifications must be met at the time of application.

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

Interview Preparation Support for NFN Members and affiliates

For resume assistance or information about employment and training programs, please contact Thomas Lambert, Employment and Training Manager, at thomasl@nfn.ca or 705 753 2050 ext. 6985.

Nipissing First Nation also offers interview preparation support through the Human Resources Department for NFN members who are selected for an interview. Members who wish to access this support should indicate their interest when submitting their application. Participation in interview preparation does not influence the selection decision.

Miigwech~Thank you, to all applicants for your interest. Only those selected for an interview will be contacted.