



Wahnapiatae First Nation

259 TAIGHWENINI TRAIL
CAPREOL ONTARIO P0M 1H0

Phone: (705) 858-0610 Fax: (705) 858-5570

www.wahnapiataefirstnation.com

JOB POSTING

JOB TITLE: Campground Operation & Maintenance Worker

LOCATION: Wahnapiatae First Nation

REPORTS TO: Operations Director

TERM: Part-Time, Contract (May 11 - October 31, 2026)

POSITION SUMMARY:

The Campground Operation & Maintenance Worker (COMW) will report to the Operations Director. This is a seasonal position to accommodate Roq Parq operations and maintenance schedules from May to October. The work schedule will be from Thursday to Monday with some flexibility. The COMW is the first point of contact for campers in Roq Park. Responsibilities include managing invoicing of campground fees and hydro, and ensuring that payments are up to date and on time. The COMW will work in conjunction with Wahnapiatae First Nation finance, environmental, and public works departments.

RESPONSIBILITIES:

- Maintain up to date information of all campers and lots for Roq Parq
- Develop, implement, and evaluate policies and procedures for the operations and maintenance of Roq Parq
- Manage campground and hydro fees in conjunction with the Band Office & prepare budgets, monitor revenues, and expenses
- Prepare the campground for opening and closing
- Develop and conduct educational programs for campers on Anishinabek culture and land protection
- Remove litter and garbage to maintain Park cleanliness
- Assist with landscape constructions and grass cutting
- Cleaning of bathrooms, showers, and laundromat
- Negotiate with suppliers for the provision of materials and supplies
- Converse with the Campers of Roq Parq on the uses of the Park
- Resolve campers complaints
- Maintain confidentiality regarding campers' information
- Immediately report incidents and accidents to the supervisor

QUALIFICATIONS:

- Previous experience in campground management and maintenance
- Must possess excellent communication, organizational, and customer service
- Must have flexibility with schedule as days and hours may vary based on need
- Possess strategic planning and co-ordination skills
- Valid driver's license (Class G or higher) and a clean driver's abstract

Interested individuals may apply, by email only, quoting the job title within the subject of the email. Please forward your application to:

Wahnapiatae First Nation
recruitment@wahnapiataefn.com

Anishinabek and First Nation members are encouraged to apply. We thank all applicants for their interest, however, only those interviewed will be contacted.