

2025 Summer Student Employment

Micmacs of Gesgapegiag



Department	Type of position	Main tasks	Specific Requirements	Level of Education currently enrolled in	Number of weeks & number of hours per week	Start & end date	Number of positions available	Deadline to apply
Health and Wellness	Camp Monitors	Assist in carrying out the weekly schedule for your group, organize and lead both small and large group activities, and recognize and respond appropriately to camper behavior as needed.	Demonstrated ability to plan, organize, and lead program activities, along with strong communication and organizational skills and the ability to work effectively as part of a team.	High School	4–6 weeks (Between 20 to 35 hours per week)	TBD	5	June 20 th 2025
				Post-Secondary	Up to 16 weeks (35 hours per week)	TBD	2	May 9 th 2025
Public and Community Works, Infrastructure, and Capital Assets	Community Workers	Supports the supervisor with various tasks throughout the community. Mowing lawns, clearing trails, picking up debris. Assisting with the beautification of the community.	Punctual, thoughtful, and able to take direction and follow through; demonstrates autonomy, collaborates well with others, takes initiative, and is action oriented.	High School	4–6 weeks (Between 20 to 35 hours per week)	TBD	7	June 20 th 2025
	Labourers	Assists the O&M team with maintenance on water infrastructure, roadways and the eco center.	Punctual, thoughtful, and able to take direction and follow through; demonstrates autonomy, collaborates well with others, takes initiative, and is action oriented.	High School	4–6 weeks (Between 20 to 35 hours per week)	TBD	2	June 20 th 2025



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	Labourers	Supports the Capital Construction Supervisor through undertaking small-scale carpentry tasks, tidying up construction sites, and executing any duties assigned by the construction supervisor.	Dependably on time, receptive to guidance with diligent follow-through, demonstrates independence, collaborates well with team members, and is proactive and driven to take action.	High School	4–6 weeks (Between 20 to 35 hours per week)	TBD	2	June 20 th 2025
	Membership Clerk vAssistant	Perform general administrative and clerical support including mailing, scanning, faxing, and copying. Maintain hard and copy and electronic filing system. Perform data entry and scan documents.	Displays integrity and respect in all interactions, follows instructions carefully, and completes assigned tasks reliably. They work well independently, collaborate effectively with team members, and show initiative by taking proactive steps to support the camp's success.	Post-Secondary	Up to 16 weeks (35 hours per week)	TBD	1	May 9 th 2025
Economic Development	Booking Assistant	Answering phone calls, emails, booking site messages, and questions concerning chalet rentals. Taking reservations, processing guest check-ins, payments, and invoices. Managing our online booking sites and syncing to the main chalet calendar.	Reliable and autonomous. Discreet and professional. High level of attendance. Requires a valid Medicare card. Strong oral communication in English and French is mandatory. Mi'gmaq will be considered an asset.	High School	4–6 weeks (Between 20 to 35 hours per week)	TBD	1	June 20 th 2025



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	Maintenance Workers (Tourism Properties)	Light maintenance, cutting grass, removal of trash, proper upkeep of property, assist with any landscaping and carpentry as required.	Punctual; thinks things through; takes direction and follows through; shows autonomy; works effectively with others and shows initiative and is action oriented.	High School	4–6 weeks (Between 20 to 35 hours per week)	TBD	2	June 20 th 2025
Fisheries	Lobster Hut Cook/Cashier	Approaching all encounters with clients and employees in a friendly service orientated manner. Cooking, preparing, and cleaning according to safety and hygienic practices. Checking daily food requirements and preparing them accordingly. Ensuring that refrigerators, freezers, work areas and tanks are always clean.	Good interpersonal skills, autonomous, good judgement. Experienced in teamwork and is customer satisfaction oriented. French will be considered an asset.	High School	4–6 weeks (Between 20 to 35 hours per week)	TBD	2	June 20 th 2025
	Wholesale Labourer	Load water equipment, bait, and seafood products. Extensive lifting and pushing heavy crates. Sort, weigh, and handle daily live lobster. Assist fishermen loading at wholesale facility. Check and clean lobster holding tanks and filters daily. Maintain a clean, safe work environment.	Strong oral and written communication skills in English are required; ability to speak Mi'gmaq or French is an asset. Candidates must be in good physical condition and capable of lifting and pushing heavy objects.	High School	4–6 weeks (Between 20 to 35 hours per week)	TBD	1	June 20 th 2025



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Education Services	Literacy Camp Counselor	A literacy camp counselor supports reading and writing activities, helps supervise campers, and assists with daily operations like setting up materials and transitioning between activities. They act as positive role models by encouraging participation, modeling respectful behaviour, and fostering a love of reading. Counselors also provide one-on-one support to younger campers; help maintain a safe and inclusive environment and communicate any concerns to camp staff.	Strong interest in reading and working with children is required; experience leading activities or helping younger youth is an asset. Candidates must be dependable, respectful, and able to create a safe, inclusive, and positive environment while supporting camp activities.	High School Graduates	6 weeks (35 hours per week)	TBD	2	June 20 th 2025
Administration	Receptionist	Perform general administrative and clerical support including mailing, scanning, faxing, and copying. Maintain hard and copy and electronic filing system. Perform data entry and scan documents.	Displays integrity and respect in all interactions, follows instructions carefully, and completes assigned tasks reliably. They work well independently, collaborate effectively with team members, and show initiative by taking proactive steps to support the camp's success.	High School	4-6 weeks (Between 20 to 35 hours per week)	TBD	1	June 20 th 2025



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	Videographer/ Photographer	The employee will be responsible for developing a photography and videography portfolio that represents community members of all ages. They will support the Director of Heritage, Language and Culture with various community events and must be willing to attend events taking place in and around Gespe'gawa'gi.	Candidates must be reliable, self-motivated, discreet, and professional, with a high standard of attendance. A valid Medicare card and driver's license are required. Strong oral communication skills in English are essential, and proficiency in Mi'gmaq will be considered a valuable asset. Applicants should also possess solid computer skills, including the ability to create videos, photo montages, YouTube content, and Instagram posts.	Post-Secondary	Up to 16 weeks (35 hours per week)	TBD	1	May 9 th 2025
Tourism	Receptionist	Perform general administrative and clerical support including mailing, scanning, faxing, and copying. Maintain hard and copy and electronic filing system. Perform data entry and scan documents.	Respond to incoming calls in both English and French, directing them or taking messages and forwarding them to the appropriate staff member. File documents as required. Maintain records of phone calls and track employee attendance, including arrivals and departures. Provide a professional and welcoming greeting to all visitors. Perform any other duties related to the position as assigned.	High School	4-6 weeks (Between 20 to 35 hours per week)	TBD	1	June 20 th 2025



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	Cleaner	Responsible for cleaning chalets to a high standard, ensuring all items are properly placed and accounted for based on each chalet's inventory list. Report any damages to a supervisor promptly. Wash, dry, fold, and store bedding as needed. Monitor cleaning supply levels and notify the appropriate person to reorder before supplies run out. Provide support to the General Maintenance Worker as required.	Self-motivated with strong attention to detail, maintains a high standard of cleanliness, and demonstrates effective communication skills.	High School	4-6 weeks (Between 20 to 35 hours per week)	TBD	1	June 20 th 2025
	General Maintenance Assistant	Provide support to the General Maintenance Worker with daily tasks as needed. Must be a reliable team player, capable of assisting with ground maintenance, minor repairs, and tasks that may involve heavy lifting. Duties may include relocating outdoor furniture around the property, painting or staining, and performing other responsibilities associated with the role.	Enjoy working outdoors and follows direction well. Consistently punctual, open to feedback with reliable follow-through, shows strong independence, works effectively with others, and takes initiative with a motivated, action-oriented approach.	High School	4-6 weeks (Between 20 to 35 hours per week)	TBD	1	June 20 th 2025



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	Watersport Equipment Supervisor	Welcome guests in a courteous and professional manner. Clearly communicate safety guidelines to customers and ensure all equipment is present and functioning properly. Process payments, confirm that waivers are signed prior to releasing any equipment, and maintain accurate inventory records. Inspect equipment for potential damage and determine if any items require replacement.	Bilingual in French and English. Enjoy working outdoors and follows direction well. Consistently punctual, open to feedback with reliable follow-through, shows strong independence, works effectively with others, and takes initiative with a motivated, action-oriented approach.	Post-Secondary	Up to 16 weeks (35 hours per week)	TBD	1	May 9 th 2025
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