



<b>Core Job Information</b>	
<b>SUMMER STUDENT</b>	
<b>Job Title:</b>	Geographic Information Systems (GIS) Technician Assistant
<b>Division:</b>	Information Management Unit (IMU)
<b>Reports To:</b>	Bradford Dean (GIS Manager)
<b>Date of Job Description</b>	March 3, 2026
<p><b>Purpose:</b> Hire for the Summer of 2026 a student (High School, CECEP or University) and local to Kahnawake from June 22 to August 14 (8 weeks). Providing experience and training relating to Geographic Information Systems (GIS).</p>	
<b>Roles &amp; Responsibilities</b>	
<p><b>Role Statement</b></p> <ul style="list-style-type: none"> <li>Identify, sort, organize, collect and manage GIS data</li> </ul>	
<p><b>Role Statement</b></p> <ul style="list-style-type: none"> <li>After basic training the student will go out in the field and collect data within the community.</li> </ul>	
<p><b>Role Statement</b></p> <ul style="list-style-type: none"> <li>Assist the GIS Manager in daily tasks</li> </ul>	
<p><i>The statements herein reflect general details to describe the principal functions for this job and should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties or be assigned projects associated with these responsibilities as directed by their immediate supervisor.</i></p>	
<b>Education &amp; Experience</b>	
<ul style="list-style-type: none"> <li>Must be registered with Tewatohnhi'sakta's KSSEP Program 2026</li> <li>Must be a student in High School, CEGEP or University student continuing in the fall semester.</li> </ul>	
<b>Knowledge, Skills, Abilities</b>	



## MOHAWK COUNCIL OF KAHNAWÀ:KE

HUMAN RESOURCES UNIT

RONWATIO'TÉNHSE RAOTIRIHWASHÓN:'A RONTÉRIHWATSTERÍSTHA'

- No prior GIS knowledge is required. The technician will be trained and supervised.
- Adherence to the MCK Administration Manual-Personnel Policy and Kanien'kéha Language initiatives.
- Ability to communicate in the Kanien'kéha and French language is an asset.
- The willingness to learn the Kanien'kéha language.

### Working Environment

- Five-day work week is performed both in an office environment and outdoor walking in the community collecting data from the urban fabric.

### Commitment Statement:

I serve the Kahnawake community with its best interest in mind by supporting and encouraging creative, critical and resourceful thinking, accepting and nurturing new ideas and approaches and demonstrating my dedication and integrity through my efforts, actions, and words. I am part of a team that is empowered to take initiative in an interactive working environment.

### Signatures:

Employee's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Supervisor's Signature: \_\_\_\_\_

Date: \_\_\_\_\_