



**JOB POSTING  
PSW SUPERVISOR  
FULL-TIME INDEFINITE HIRE  
HOME & COMMUNITY CARE  
DEPARTMENT OF HEALTH**

**SALARY LEVEL: PAY BAND 5 \$60,626.00 - \$89,741.29 ANNUALLY  
DEADLINE TO APPLY: JANUARY 27, 2025, BY 4:00PM**

**SUMMARY OF RESPONSIBILITIES:**

The PSW Supervisor is responsible to manage the complex scheduling of Personal Support Services (PSS) and the PSW team, while promoting a high quality of client and family care for the medically vulnerable within the three districts overseen by the Mohawk Council of Akwesasne. This role consists of direct communication with clients and their families, and the PSW team, while effectively collaborating client needs to Home Care Coordinator.

**QUALIFICATIONS:**

- 2-year Diploma in Social Services, Business Administration or related with 1 year experience working with the elderly;
- **OR**
- Personal Support Worker Certificate with 3 years' experience working with the elderly.

All interested applicants **MUST** submit all of the following documents:

1. Cover letter,
2. Resume,
3. Copies of all relevant certificates/diplomas,
4. Copy of certificate of Indian Status or Secure Certificate of Indian Status (if applicable)
5. Three references submitted on Consent to Release Reference Check form, which can be found on the Akwesasne.ca website under Employment
6. Applicants must be able to travel to all northern portions of Akwesasne, including through the Unites States as necessary.

Applicants must clearly outline that they meet the qualification requirements on their resume. Native preference in hiring. A criminal record check is mandatory before start of employment. As a requirement of employment, all applicants must have a Canadian Social Insurance number. An eligibility list will be created for one year. We thank all applicants for their interest, however, only qualified candidates invited for an interview will be contacted. MCA reserves the right to retract, postpone, or revise employment opportunities at any time.

**Submit application packages using one of the following methods (email preferred):**

**E-mail: [jobs@akwesasne.ca](mailto:jobs@akwesasne.ca)**

**Mail: MCA Staffing Officer, PO Box 90, Akwesasne, Quebec H0M 1A0**

**Drop Off: 10 Akwesasne St, Administration Building #3, Akwesasne, Quebec H0M 1A0**