

**ADMINISTRATION OFFICE**  
**DEPARTMENTS:**

Administration, Finance,  
Capital Projects, Public Works,  
Ontario Works,  
Education,  
Economic Development,  
Lands, Membership



**ADMINISTRATION OFFICE:**

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## **SHAWANAGA FIRST NATION** **EMPLOYMENT OPPORTUNITY**

**New Position:** Animal Control Officer

**Vacancies:** One (1)

**Job Period:** Part-time

**Start Date:** As soon as possible

**Salary:** To be determined

### **Position Summary:**

Shawanaga First Nation is currently seeking an Animal Control Officer specializing in animal-related by-laws. This position plays a key role in helping us provide essential animal control services while focusing on public safety and humane management of domestic animals within Shawanaga First Nation territory. You will patrol, enforce the dog by-law, respond to calls and work closely with community all while being the ambassador for animal well-being.

The Animal Control Officer will report to the Lands Manager.

### **Key Responsibilities:**

- Enforces the dog by-law regarding licensing, leashing, noise (barking) and feces removal.
- Investigates dog bites, vicious animals, and enforces the Dog Owners Liability Act (DOLA)
- Prioritizing immediate risks to public health and may need to assist police or health units with potential rabid animals.
- Captures stray, lost or dangerous dogs and transports them to shelters or pounds.
- Removes diseased, injured, or dead animals from public and private property.
- Educates pet owners on responsible ownership, licensing and by law regulations.
- Maintaining equipment and supporting shelter operations.
- Use of specialized tools like snare poles, nets and traps.
- Passionate about animal welfare.

### **Qualifications and Experience:**

- High School Diploma or equivalent, 1-2 years of experience in animal control, a shelter environment, or a law enforcement function is preferred.
- Previous Animal Control Officer experience is considered a strong asset.

- Experienced with animals and by-law enforcement or willing to obtain.
- Certification as a Law Enforcement Officer is considered an asset.
- Use of Force training is considered an asset.
- Veterinary technician experience is considered an asset.
- Strong communication skills; both written and oral.
- Strong conflict resolution skills.
- Ability to work independently in a fast-paced environment.
- Must be able to handle, lift, and restrain animals up to 50lbs.
- Valid ON Driver's License.

**Working Conditions:**

- Field work in all weather conditions, often involving interaction with aggressive animals and potentially hostile pet owners.
- Flexibility, irregular hours including evenings, weekends and holidays, along with on-call duties for emergency animal services.

*Preference may be given to Indigenous candidates with relevant on-reserve employment experience and/or those with knowledge and understanding of Shawanaga First Nation history and community.*

**Successful candidates must be able to produce and maintain a clean Criminal Record Check.**

Only those applicants selected for an interview will be contacted. Thank you for your interest. Please submit a resume with a cover letter and three (3) current work-related references by email, fax or in person to;

Ava Pawis  
Human Resource Coordinator  
Shawanaga First Nation  
2 Village Rd, Nobel, ON P0G 1G0  
Tel: (705)366-2526 \* Fax: (705)366-2740 \* Cell: (705)346-0321  
Email: [recruitment@shawanagafirstnation.ca](mailto:recruitment@shawanagafirstnation.ca)

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