



EMPLOYMENT OPPORTUNITY

Position Title: Housing Technician
Report To: Housing Manager
Location: 47 Church Road, Natoaganeg, NB
Anticipated Start Date: January 8th, 2026
Application Deadline: November 30, 2025

NSMTC Member Communities:

Ugpi'ganjig (Eel River Bar), Oinpegitjoig (Pabineau), Natoaganeg (Eel Ground), Metepenagiag (Red Bank), L'nui Menikuk (Indian Island), Tjipogtotjg (Buctouche), Amlamgog (Fort Folly).

Position Overview:

Reporting to the Housing Manager, the Housing Technician is accountable for delivering technical support for housing services across participating First Nations. This role is crucial in enhancing housing capacity within Indigenous communities. Responsibilities encompass collaborating closely with NSMTC staff, performing inspections, preparing detailed inspection reports, participating in workshops, and actively engaging in community outreach efforts.

Key Responsibilities:

- Conducting housing inspections and preparing detailed reports.
- Aid communities in developing housing renovation projects, including defining work scope and providing cost estimates.
- Prepare accurate cost estimates for housing projects.
- Engage in community outreach to raise awareness about NSMTC's housing programs and resources, attending events and fairs.
- Provide ongoing support to NSMTC member communities in implementing and maintaining asset management plans.
- Assist with housing projects, programs, policy development, and housing database management in First Nations.
- Participate in housing training and exercises for NSMTC member communities.
- Other duties as required to meet organizational objectives.

**Qualifications and Skills:**

- Certified Level 1 Building Inspector
- Proficiency with Microsoft Office 365 (Outlook, Word, Excel, PowerPoint, Teams...) and the ability to learn other software applications (e.g. ArcGIS online).
- Ability to work independently and as part of a team to meet required deadlines.
- Experience working with First Nations.
- Demonstrated understanding of Indigenous people, traditions and socio-economic conditions is essential.
- Spoken and written English is essential; proficiency in Mi'kmaq will be considered an asset.

What We Offer:

- A work culture that supports employee wellbeing, diversity, engagement, and a sense of belonging.
- Competitive salary, pension, and benefits package, including access to an Employee and Family Assistance Program.
- Collaboration with a team of passionate professionals working towards contributing to the growth and success of First Nations communities.

Additional Information:

If you are passionate about directly supporting First Nation communities and are motivated, collaborative, innovative, and possess excellent communication skills, we encourage you to apply for this position.

The NSMTC is an equal opportunity employer and welcomes applications from all interested parties. However, if there are applicants of equal education, skills, and experience, preference may be given to members of our seven member communities.

Application Deadline:

Please submit your resume and cover letter to Tammy Scott, Human Resources Manager at careers@nsmtc.ca by November 30th, 2025, at 4:00 p.m.

We thank those who apply, but only individuals selected for further consideration will be contacted. Applicants are responsible for the timely submission of applications.