

Kahnawà:ke Justice Commission
P.O. Box 1239
Kahnawà:ke, QC, J0L 1B0

Call for Applicants for Complaints Officer and Alternate Complaints Officer

For immediate release

(Kahnawake – 12, Kentenhkó:wa/November 2024) The Kahnawà:ke Justice Commission is inviting interested persons to submit applications for a Professional Services Agreement for the office of Complaints Officer and/or Alternate Complaints Officer. **The submission period ends at 4pm on Wednesday 27, Kentenhkó:wa/November.** These positions are responsible, on an-as-needed basis, to review complaints against Chiefs of the Mohawk Council of Kahnawà:ke (MCK) in accordance with the *MCK Disciplinary Measures Regulations*.

Applicants must sign a privacy waiver to allow verification that they meet the following eligibility requirements:

- Be over the age of twenty-one (21) years;
- Be recognized as a Kanien'kehá:ka of Kahnawà:ke and not currently have their benefits and entitlements as a Kanien'kehá:ka of Kahnawà:ke revoked;
- Be ordinarily resident in Kahnawà:ke;
- Must not have pled guilty or have been convicted and sentenced for a criminal offense as defined in the *MCK Election Law*, within the previous six (6) years. The six (6) year ban commences only after sentence has been served in full or date of guilty plea, as the case may be;
- Must not be an employee of the MCK or working for the MCK on a Professional Services Agreement; and
- Has the following minimum education and experience:
 - Bachelor's Degree in a related field such as Law, Compliance, or Business Administration plus three (3) years relevant experience; or
 - DEC in a related field such as Law, Compliance, or Business Administration plus five (5) years relevant experience; or
 - High School Diploma plus five (5) to seven (7) years relevant experience.

The Complaints Officer and Alternate Complaints Officer must also meet the requirements contained in the [Terms of Reference](#) and have the skills and experience necessary to deal with complaints against Chiefs in a fair, transparent and accountable manner. To assist with the evaluation, Applicants must also provide:

- A letter of intent and resume;
- Two (2) professional letters of reference; and
- Proof of educational requirements.

Applicants will need to confirm in their letter of intent whether they are applying for the office of Complaints Officer, Alternate Complaints Officer or would like to be considered for both. The term of office is from the date of appointment by the Kahnawà:ke Justice Commission until the declaration of poll results on Election Day 2027.

For further information or to obtain a copy of the Terms of Reference and Privacy Waiver, please contact Kevin Fleischer, Chairperson, at 450-638-5647, ext. 60269 during regular business hours at the Court of Kahnawà:ke.