



MISSISSAUGAS OF THE CREDIT FIRST NATION JOB POSTING – EVENT COORDINATOR (FIFA 2026)

Closing Date: December 11, 2025 @ 5:00pm

Department: Communications and Marketing

Position Type: 7-month Contract

Supervisor: Manager of Communications and Marketing

Job Summary

The Event Coordinator – FIFA 2026 supports the Mississaugas of the Credit First Nation (MCFN) in all FIFA World Cup events and activities taking place in Toronto from June 12 – July 2, 2026. This role ensures MCFN is accurately, respectfully, and prominently represented in accordance with cultural protocols, treaty responsibilities, and Host First Nation visibility requirements.

Key Duties & Responsibilities

- Uphold respectful MCFN representation at all FIFA-related ceremonies and events
- Coordinate cultural protocols with Elders and Knowledge Keepers
- Plan and execute MCFN roles in opening/closing events, fan zones, VIP hosting, and community events
- Liaise with FIFA, City of Toronto, tourism partners, and Indigenous organizations
- Support MCFN Communications with media, branding, and messaging
- Manage event budgets, documentation, contracts, and reporting
- Lead volunteers, contractors, and support staff during events

Education & Experience

- Diploma/degree in Event Management, Communications, Indigenous Studies, Tourism, Project Management, or related field plus 3–5 years of event experience; OR
- Event Management Certificate plus 5+ years large event coordination experience.

Skills & Abilities

- Knowledge of Indigenous cultural protocols or willingness to learn.
- Experience planning large-scale events.
- Strong communication and stakeholder relationship skills.
- Strong project management, budgeting, and logistics coordination.
- Proficient with technology and documentation tools.

Assets

- Experience supporting Indigenous representation at major events.
- Knowledge of MCFN history, treaty rights, language, and culture.
- Experience with municipal, government, or international governing bodies.

Other Requirements

- Availability for evenings, weekends, and extended hours.
- Travel within Toronto and occasionally outside the GTA.
- Clear Criminal Record Check (Vulnerable Sector may be required).
- Ability to meet physical demands such as long-distance walking and prolonged standing.

How to Apply:

Submit cover letter, resume, proof of educational qualifications, and three current references to: hrclerk@mncfn.ca

Deadline: December 11, 2025 @ 5:00pm

Please submit your cover letter, resume, proof of educational qualification and three current references to:

HRAssistant@mncfn.ca

A detailed job description is available at the Administration Building or by email at HRAssistant@mncfn.ca

FIRST NATION PREFERENCE:

Preference will be given to individuals of First Nations ancestry, as per section 16(1) of the Canadian Human Rights Act (CHRA). Applicants are asked to self-identify in their cover letter.

Mississaugas of the Credit First Nation values diversity within our workplace, suppliers and other stakeholders. We provide equal employment opportunity for all applicants and employees, without discrimination based on race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, gender expression, age, record of offences, marital status, family status, disability or any other characteristic protected by applicable law.