



EMPLOYMENT OPPORTUNITY

OPEN TO TR'ONDEK HWËCH'IN CITIZENS ONLY

Land Stewardship Framework On-Call Support Workers

Department: Implementation

Posting Date: November 19, 2019

Start date: Immediately

Salary: \$25/hr.

Closing Date 4:00pm (PST): December 3, 2019

Tasks will vary depending on the needs of the Land Stewardship Framework initiative at any given time. Support work includes: connecting with citizens one-on-one/home visits; calling citizens with information updates or to inviting them to community engagements or activities, organizing events around Land Stewardship Framework (LSF), sometimes in cooperation with other departments; helping to organize on the land events at cultural camps; helping input data from cultural mapping work with citizens; helping with design of communications materials for LSF; helping with mail-outs; developing contact lists for citizens who wish to receive news/updates about the project through email; helping the Project Manager with various administrative duties as requested.

If this opportunity interests you, please submit a cover letter & resume clearly demonstrating the qualifications below, as selection for further consideration will be based solely on the information you provide:

Essential Qualifications:

- Good relationships in the community;
- Willingness to speak to citizens in person and over the phone;
- Some understanding or experience reading maps or willingness to learn;
- Some data entry experience;
- Some administrative experience.

Assets:

- Class 5 driver's license;
- Experience interviewing citizens one on one or in a family / group setting;
- Experience helping with community engagement meetings;

Conditions of Employment:

- Criminal Record Check.

A detailed job description is available upon request.

For more information, contact Human Resources

Phone: (867) 993-7100 – EX: 126 or 212 Fax: (867) 993-6553 Email: hrjobs@trondek.ca

Mail: Tr'ondëk Hwëch'in Government, P.O. Box 599, Dawson City, Yukon, Y0B 1G0

Physical Location: 1242 Front Street, Dawson City, Yukon

We thank all applicants, but only those selected for further consideration will be contacted.

"To work together, to speak with one voice and to serve Tr'ondëk Hwëch'in Citizens in the pursuit of a strong, healthy, and united future."