



STK'EMLUPSEMC TE SECWPEPMC NATION.

As represented by the Tk'emlups te Secwepemc and the Skeetchestn Indian Band

We don't have a political mandate, We have a responsibility, We are yecminme7

Employment Opportunity

Stk'emplupsemc te Secwépemc Nation (SSN) comprised of Tk'emlúps te Secwepemc (TteS) and Skeetchestn Indian Band (SIB) is a historical and traditional Caretaker Unit of the Secwépemc Nation. The SSN is the governing organization responsible for matters and projects within the SSN territory.

TRANS MOUNTAIN PROJECT COORDINATOR: The TM Project Coordinator is responsible for the internal coordination of information related to the Trans Mountain Project. Coordinate meetings of the SSN's traditional governance and decision-making process as well as develop informative materials on the activities of the TM, to ensure the Project activities are reviewed described in a manner that respects the SSN's customs, traditions, laws and decision-making authority.

Key responsibilities include:

- Development and implementation a series of informational meetings/materials on TM projected activities;
- Development and presentation of project updates to SSN Joint Council, Technical Working Group and other committees as required;
- Liaison with legal and negotiation teams in the development of response letters and correspondence regarding consultation on the Project;
- Coordination of expenditures under the approved TM Project Budget;
- Liaison with other SSN, Skeetchestn and Tk'emlúps te Secwepemc staff on the TM Project Plans;
- Participation in meetings and workshops as required to support Project consultation coordination;
- Ensuring SSN Title and Rights are communicated, acknowledged and upheld at all times;

Other preferred skills include:

- Experience coordinating and facilitating multi-stakeholder meetings, workshops and projects
- Ability to foster strong working relationships with management, staff, community members, professional colleagues, industry representatives, and government agencies;
- Knowledge of major pipeline activities, environmental assessment legislation and operations both Federal and Provincial, with an understanding of how these impact Aboriginal interests including Title and Rights.
- Ability to communicate and uphold Aboriginal interests to industry and government;
- Superior interpersonal, presentation and communication skills (written and verbal);
- Valid Class 5 driver's license and vehicle;
- Ability to navigate and work in remote locations;
- Ability to work flexible hours (i.e., short-notice or extended hours).

Other qualifications, knowledge, skills and abilities:

- Completion of a post-secondary degree/diploma/certificate and/or relevant work experience;
- Training or study in environmental science, communications, or law would be an asset;
- Preference will be given to members of the Secwépemc Nation or individuals of Aboriginal descent;
- Applicants should have a strong understanding of Secwépemc culture, tradition and history.

Remuneration: Commensurate with this position and relevant experience

Hours of Work: Full-time; Normal day shift – 7 hours. Non-normal shift may be required

Position Term: One-year contract, with the possibility of extension – subject to funding.

Application Deadline: **January 31, 2020 at 2:00 PM**

Submit cover letter and résumé to the attention of: Charlotte Taylor

Stk'emplupsemc te Secwépemc Nation

P.O. Box 188, Savona, BC V0K 2J0

Tel: 250-373-0023 Fax: 250-373-0025

Email: Charlotte@stkemlupsemc.ca

The SSN thanks all applicants for their interest; only applicants shortlisted will be contacted.