



## CARCROSS/TAGISH FIRST NATION

# EMPLOYMENT OPPORTUNITY

**JOB TITLE:** Language and Heritage Technician

**CLOSING DATE:** Oct 05, 2018

**DEPARTMENT:** Heritage, Lands & Natural Resources

**STATUS:** Temporary 1 Year Term

**SALARY:** \$19.89 - \$30.92 / Per Hour

### JOB SUMMARY

Under the direct supervision of the Carcross/Tagish First Nation (C/TFN) Senior Manager the Language & Heritage Technician is responsible for researching and transferring Tlingit and Tagish Language for C/TFN. This position will also assist in the delivery of cultural programming activities for the Government citizens and public.

### QUALIFICATIONS & SKILLS

- TRAINING IN Tlingit language and an interest in learning the Tagish Language.
- Knowledge of digital audio and visual technologies including software use.
- Knowledge of C/TFN history, culture, demographics, goals and aspirations.
- Able to work with MS Office.
- Ability to follow a prescribed weekly schedule
- Strong time management, organization and prioritization skills.
- Ability to communicate well with elders and community members.
- Ability to work effectively and efficiently, both independently or as part of a team.
- Ability to relate to issues and remain tactful in stressful situations and respond to enquiries professionally.

### CONDITION OF EMPLOYMENT

- This is a full time term position with no benefits as per C/TFN Policy.
- Sign and abide by the C/TFN Code of Ethics.
- Willingness to participate in training programs.
- Must have cross-cultural awareness and sensitivity.
- Criminal back ground check.
- First Aid Certification
- Valid class 5 Yukon driver's license

No compensation will be given for moving costs and must be eligible to work in Canada.

**We thank all those who apply and advise that only those selected for further consideration will be contacted. Preference will be given to First Nation / Aboriginal citizens on all competitions.**

Candidate cover letter / resume should clearly demonstrate related qualifications, since selection for further consideration will be based on the information provided. Job descriptions are available from the C/TFN Human Resource Department.

**APPLICATIONS/RESUMES MUST BE RECEIVED BY 11:59PM ON THE CLOSING DATE.**

**Please apply to:**

**Carcross/Tagish First Nation**

**Finance & HR Department**

Box 130, Carcross, Yukon Y0B 1B0

**Phone:** (867) 821-4251 Ext. 8269 **Fax:** (867) 821-3903

**Email:** humanresources@ctfn.ca