



EMPLOYMENT OPPORTUNITY

"OPEN TO TR'ONDËK HWËCH'IN CITIZENS ONLY"

ON CALL - TOP OF THE WORLD COODINATOR – (AOC – Until August 2018)

Heritage

January 5, 2018

Salary: \$ 24.11/hr.

Closing Date 4:00pm (PST): January 22, 2018

The Top of the World Highway interpretive plan project is being completed for the Yukon government, Tourism and Culture Department to prepare a plan for how to tell the story of the highway, its natural and historic context, and the historic connections of the area for the Tr'ondëk Hwëch'in and Yukon.

The interpretive plan is being prepared by NVision Insight Group, an Indigenous consulting company.

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:

Essentials:

- Good organizational and communication skills;
- Knowledgeable about Dawson and Tr'ondëk Hwëch'in community;
- Administrative skills;
- Internet;
- Interpersonal skills;
- Tr'ondëk Hwëch'in Citizen;
- Providing support for logistics for public meetings; Attending the public meeting in Dawson;
- To work closely with NVision (the project team) to assist in communications with the community. This could include distributing newsletters, reports, and announcing public meetings;
- Providing support for logistics for public meetings;
- Related work experience;
- Attending the public meeting in Dawson.

Assets:

- Experience working in heritage would be considered an asset;
- Research experience would be considered an asset.

Conditions of Employment:

- Mandatory confidentiality is a condition of employment for all Tr'ondëk Hwëch'in personnel. Failure to meet this requirement could result in dismissal;
- Criminal Record Check.

For more information, contact Human Resources

Phone: (867) 993-7100 – EX: 112 or 126 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."