



## EMPLOYMENT OPPORTUNITY

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

### **Video and Editing Mentor – Term Part Time – March 5 – March 30, 2018**

Heritage

Posting Date: February 12, 2018

Salary: Level 3 Step 1 (\$24.11/Hr.)

**Closing Date 4:00pm (PST): February 28, 2018**

Tr'ondëk Hwëch'in wants to hire a Video and Editing Mentor to provide guidance and assistance to the Hän Language Assistant/Cataloguer to produce quality instructional videos on the Hän Language and add them to the Tr'ondëk Hwëch'in website(s).

The videos will be used as a communication and educational tool to learn more about the Hän Language and aims to further enhance the exposure of the Hän Language for the community and school. The instructional videos will be 15 – 90 seconds in length and of suitable quality for web and social media distribution.

**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:**

- Proficient experience with processes of film making and editing using the Premiere Pro software;
- Supervisory and/or mentoring skills;
- Have good written and verbal communication skills;
- Some knowledge of Tr'ondek Hwech'in history, culture, and Hän language;
- Good communication skills, both verbal and written;
- Ability to maintain confidentiality;
- Ability to work with individuals with varying levels of communication skills and physical abilities.

#### **Assets:**

- Internet/MS Excel;
- Related work Experience;
- TH Knowledge;
- Han Language.

#### **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;
- Valid Class 5 Driver's License; Clear Driver's Abstract.

**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](mailto: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."*



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