



JOB DESCRIPTION

POSITION:	Lower Taku River Citizen Engagement Camp Assistant
SUPERVISOR:	Lands, Resources and Fisheries Manager (Lands Manager) or designate
STATUS:	Short-term contract for up to 4 weeks
Pay Rate:	\$300/day
DURATION:	August 20 – September 16, 2024
CLOSING DATE:	Open until filled

JOB SUMMARY:

The person filling this position will help implement a TRTFN citizen camp based at the community cabin on Cranberry Island. This person will be part of a 3-person camp-based team supporting citizen engagement, which will consist of small groups of 3-4 citizens at camp approximately 4 days, with an expected 3-4 groups of citizens over the camp season.

DUTIES AND RESPONSIBILITIES:

Duties include but may not be limited to:

- Developing menus, shopping for, and preparing healthy citizen meals in camp (breakfast, lunch, dinner, snacks, etc)
- Keeping camp and the community cabin clean and sanitary
- Completing small upgrades and repairs to the community cabin including building a new handrail, painting interior and other identified maintenance requirements approved by Taku Wild and TIPCA
- Assisting with preparation and shutdown of camp, including shopping, packing, and cleaning
- Supporting engagement activities, including ensuring safety and comfort of citizens participants

REQUIREMENTS OF EMPLOYMENT:

- Class 5 driver's license
- Criminal record check

DESIRED SKILLS AND EXPERIENCE:

You do not need to have all these skills and experiences – if you have a few and are keen to learn the others, apply!

- On-the-land skills and experience, particularly in the Taku watershed including around boats
- Group camp meal planning, shopping and preparation
- Comfortable living and working in a remote camp location in a group living (single larger cabin) situation
- Comfortable with and able to do manual labor including carrying supplies across uneven ground, cabin maintenance (described above), assisting with boats and equipment, etc
- Interest and/or experience in TRTFN community engagement
- Ability to organize and follow through on tasks, potentially with little supervision
- Committed, enthusiastic, and hardworking

APPLICATION PROCESS:

To apply for this job, please submit:

- Your resume with a short cover letter stating why you are interested in the position **OR** A letter or video describing your experience and interests that make you an excellent candidate for this job
- Contact information for three references who can speak to your experiences, interests, and employment history

Please Email your application materials to: lands.mgr@gov.trtfn.com or deliver to Rodger at the Lands Office.

If you have questions or would like to discuss, contact Rodger by email or at (250)651-7900, ext 204

***Preference will be given to Taku River Tlingit applicants
We thank all those who apply but only those who are being considered will be contacted.***