



Shuswap Nation Tribal Council

Language & Cultural Manager

Internal/External Posting

The Shuswap Nation Tribal Council, also known as the SNTC, was formed in 1980 as an effort of the Secwepemc chiefs to advance the issues of aboriginal rights. We are looking for a Language & Cultural Manager to carry out the revitalization and implementation of the Secwépemc Language strategy in a friendly, courteous, and helpful manner.

The Position:

The Shuswap Nation Tribal Council is looking for a dynamic individual for the position of Language & Cultural Manager. This person will work directly with the Governance Director in the preservation and revitalization of the Secwepemctsin and Secwepemc culture for the Nation. The successful applicant will work with the Language Advisory Committees, Advisory panel and Strategic lanner to develop a comprehensive strategic plan for language revitalization and oversee the Cultural department with the development and implementation of cultural initiatives. The Language and Cultural Manager, with direction from the Director, will coordinate language lessons, engage staff, Chiefs, Council and Community Members at meetings and other SNTC related activities and events. This is a full-time permanent position subject to funding.

Relevant Knowledge and Abilities:

- Ability to plan and coordinate growth of Secwépemc language
- Manage communications with the Nation on social media, media relations and other communication tools
- Create and compile a database of Fluent Speakers and Language Learners
- Work with the Director to create budgets for events, activities, and meetings
- Ability to effectively prioritize and execute tasks in a high-pressure environment
- Prepare funding proposals, for Secwépemc Language revitalization. Submits project reports and briefing notes when required
- Ability to present information and facilitate community meetings, workshops in a culturally respectful manner
- Capability to work independently and in a team environment
- Write funding proposals, for Secwépemc Language revitalization. Submits project reports Create and compile a database of Fluent Speakers and Language Learners an asset
- Ability to have a clear understanding of the teaching methodologies, curriculum, and education assessments

Requirements and Qualifications:

- Minimum two years experience or equivalent combination of education and training
- Clear understanding of the teaching methodologies, curriculum, and education assessments
- Knowledge with various computer software programs such as word-processing, data base management and file management software application
- Experience in planning, development and management of Language program and events
- Plan and schedule project timelines and milestones
- Track project deliverables to assess timelines, work quality and cultural appropriateness
- Fluent speakers and/or Language Learners an asset
- Excellent verbal and written communication skills
- Understanding and knowledge of the Secwépemc culture, history, traditions, and protocols
- Support the Secwepemc Elders Council, Secwepemc Youth Council, SNTC and other parties as directed with language revitalization
- Maintains confidentiality of professionally acquired information
- Must have a valid Class 5 with reliable transportation, and willingness to travel

In accordance with the SNTC Human Resource Policy, the priority will be to hire qualified persons of Secwepemc ancestry. Pursuant to section 41 of the BC Human Rights Code, preference may be given to applicants of Aboriginal ancestry.

If you are interested in a career like this with a great organization, please submit your resume, cover letter, and references (saved as one Word document) referencing Language & Cultural Manager in the email subject line, by email to governancedir@shuswapnation.org by November 20, 2020. The Shuswap Nation Tribal Council thanks all applicants for their interest, however only those selected for an interview will be contacted.