



Language Coordinator Internal 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 Coordinator 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 Coordinator. The Language Coordinator will work directly with the Language & Cultural Manager in the revitalization and implementation of the Language Strategy for the Secwépemc Nation. They will work in collaboration with the Secwépemc Language Advisory Committee to establish, enforce, endorse, embrace, and advocate for Secwepemctsín. With direction from the Language & Cultural Manager, coordinate language lessons, engaging staff, Chiefs, Council, and Community Members at meetings and other SNTC related activities and events. This is a full-time term position ending March 2023, with the potential for extension contingent on funding.

Relevant Knowledge and Abilities

- Submits project reports and briefing notes when required.
- Planning, coordination, and supporting growth of language program.
- 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 Language & Cultural Manager to create budgets for events, activities, and committee.
- Ability to effectively prioritize and execute tasks in a high-pressure environment.
- Ability to present information and facilitate community meetings, and workshops in a culturally respectful manner.
- Understanding and knowledge of the Secwépemc culture, customs, traditions, protocols, and challenges.
- Able to work with a team and independently

Requirements and Qualifications:

- Minimum 2 years experience or equivalent combination of education and training.
- Understanding of the teaching methodologies, curriculum, and education assessments as asset.
- Technically competent with various computer software programs such as word-processing, database management, and file management software application.
- Experience in planning, development, and management of Language programs and events an asset.
- Fluent speakers and/or Language Learners an asset.
- Excellent verbal and written communication skills.
- Must have a valid Class 5 with reliable transportation
- Able and willing to travel.
- Performs all duties in accordance with SNTC policies, standards, and procedures

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 Coordinator in the email subject line, by email to sntcadmn@shuswapnation.org by September 23, 2022.

The Shuswap Tribal Nation Council thanks all applicants for their interest, however only those selected for an interview will be contacted.