



Stz'uminus First Nation is seeking a:

Hul'qumi'num Manager

The Hul'qumi'num Manager will have the necessary post-secondary education, professional knowledge, and experience in community-based Language program development to create a Hul'qumi'num language plan for all Stz'uminus adults. The Hul'qumi'num Manager will build connections with Elders for curriculum development and advising, manage Hul'qumi'num language projects for adults, and coordinate the creation of Hul'qumi'num resources for the use of the Stz'uminus First Nation and the community at large.

Key Duties and Responsibilities:

- Development and accountability for the Stz'uminus Language Plan for adults.
- Coordination of Adult Hul'qumi'num language projects and programming:
 - Organizing and facilitating community engagement
 - Conducting community-wide Hul'qumi'num assessments, including the development, delivery, and analysis
 - Development of curriculum based on assessments. Working with the Community School Principal and Education Administrator to vet curriculum
 - Supporting the recruitment and supervision of contract staff
 - Program development and delivery, evaluation, and analysis of feedback to ensure initiatives are meeting the community's needs.
 - Coordinating and creating Hul'qumi'num resources for the use of the Stz'uminus First Nation and the community at large.
 - Supporting Stz'uminus First Nation staff, teachers, and community members with growth and capacity development for Hul'qumi'num' based on the strategic plan and direction.
 - Supporting the development and training of volunteers to support language initiatives.
- Build and sustain a strong language team for adult language development and programming.
- Build relationships with Elders, school language coordinators, and the community:
 - Build connections with Elders for curriculum development and advising.
 - Share resources.
 - Build connections and systems for communication between various aspects of language learning staff.
- Lead the formation and coordination of the Hul'qumi'num Language Authority.
- The fulfillment of all additional updates and Strategic Plans created by the Chief and Council to advance the number of speakers within the Stz'uminus First Nation.

- Participate as a team member of the Education Leadership Team with the Education Administrator, Stz'uminus School Principals, and Child Care Manager.
- Develop and maintain a parallel and collaborative working relationship with the Stz'uminus Schools' Language Coordinator.
- Fulfill administrative responsibilities, including:
 - Supervision of any staff associated with the Hul'qumi'num projects (outside the school system), full-time or contract.
 - Proposal development and fulfillment to ensure on-going language revitalization funding.
 - Work with the Stz'uminus Education Administrator to create a design and budget analysis for the Hul'qumi'num language.
 - Monitor project budgets, report on projects, and evaluate initiatives.

Qualifications:

- Completion of Grade 12 preferred.
- A language champion passionate about advancing Hul'qumi'num speakers.
- Bachelor's in education with significant experience in community-based Language program development.
- Minimum 5 years experience in project or program management at a supervisory level, including planning, budget development, implementation, and evaluation of community-based initiatives.
- Preference will be given to those with Hul'qumi'num language experience and willingness to learn.
- Experience in research and analysis and in the application of research and evaluation materials to support community program development.
- Excellent computer skills in word-processing and database management.
- Experience in the development of policy and procedures.
- Experience in collaborating with multiple stakeholders and/or governments.
- Ability to handle multiple projects with tight deadlines and potentially competing interests.
- Knowledge of and experience working with First Nations heritage, language, traditional and/or cultural resources.
- Able to work occasional, flexible work hours to accommodate evening and weekend activities.
- Possession of a Valid Class 5 Driver License and must have access to reliable transportation.
- Criminal Records Check.

Please submit a cover letter and resume to:

E-mail: **resumes@stzuminus.com**

Deadline for applications: **Friday, March 12, 2021, at 4:00 pm**

Only short-listed applicants will be contacted. No phone calls, please.

2/26/2021