



STZ'UMINUS FIRST NATION

Job Posting -- Community Support Worker

Stz'uminus First Nation is seeking to fill the temporary Community Support Worker position that will assist with the planning and operations of the Stz'uminus First Nation Community Centre. The workers will be actively involved in providing recreation and community programs to people of all ages and varying interests. They will also be required to assist with community employment training programs for community members.

DUTIES include but are not limited to the following:

- Assist in the planning, organizing, and implementing of the Community Centre programs;
- Assist in the development and delivery of (or arrange for delivery of) training programs based on the needs in the community
- Support the Employment Specialist to organize and supervise employment training programs
- Ensure the community is informed of all upcoming initiatives at the Community Centre
- Responsible for keeping the job board up to date, including all upcoming employment and training opportunities
- Supervision of the daily After School Program and other program activities
- Ensure that the physical environment is warm, safe, and welcoming for the program participants
- Maintain regular contact with parents to ensure that Staff/children/youth/parent interactions are supportive and create learning opportunities
- Participate in the organizing of group activities and assist in fundraising activities
- Ensure all policies and procedures are followed
- Performs other clerical duties as required

REQUIREMENTS:

- Grade 12 or equivalent experience and education an asset
- Enrolled in a Post-Secondary Education or displays a genuine interest in pursuing a career in Child and Youth Care or Recreation Management would be given special consideration.
- Experience working with children and youth
- Positive Role Model in the community
- Able to take direction and work as a team player



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- This position involves weekends and flexible work hours to meet the needs of Community programs and events
- Recreational or Leisure service background
- Experience in helping to organize training programs preferred
- Actively participate in programs
- Successfully pass a Criminal Record check

**Please submit your Cover Letter and Resume on or before September 17, 2021, at 4:00 pm
to:**

Stz'uminus First Nation Administration Office
12611 Trans Canada Highway, Ladysmith BC V9G 1M5
Fax: 250-245-3012
Email: resumes@stzuminus.com