

## St'uzminus First Nation (SFN) Overview

At Stz'uzminus First Nation (SFN), we are deeply committed to the well-being and prosperity of our members. Our mission goes beyond just providing services; we are dedicated to creating a vibrant and thriving community rooted in our rich cultural heritage. We focus on sustainable development, cultural preservation, and economic growth, working hand-in-hand with our members and partners to deliver impactful initiatives that support health, education, and employment opportunities.

Joining SFN means being part of an organization that values tradition while driving progress. Here, you'll contribute to building a self-sufficient and resilient community, ensuring a brighter future for generations to come. If you're passionate about making a difference and want to be part of a team that honors the past while shaping the future, SFN is the place for you.

**Job Title:** Program Coordinator  
**Salary:** \$48,801.92 - \$65,069.22 - \$81,336.53  
**Contract:** Fulltime, Permanent  
**Hours:** 4-day work week, Mon – Thurs (36 hrs)  
**Location:** Ladysmith, BC

### About The Role

Reporting to the Director of Administration, the Program Coordinator will serve as a key liaison across departments, ensuring the seamless coordination of various programs and initiatives. This role involves planning, budgeting assistance, and fostering collaboration to meet the program goals of Stz'uzminus First Nation. The ideal candidate will have a strong background in recreation, with experience in program management and cross-departmental coordination.

### Qualifications

- Degree or diploma in Recreation, Leisure studies, Community Development, or a related field. Relevant experience may be considered in lieu of a degree
- 2-3 years of experience in program coordination or project management, preferably within indigenous communities
- Good planning, verbal, & written communication skills

### Total Compensation

As a member of the team, you will have access to a wide range of employee benefits, including:

- Salary & pension plan with an employer contribution of 6% (after 3 months)
- 2 weeks' vacation, 15 days of wellness time off, time off during Christmas, 14 days of stat holidays including two SFN designated leaves.

For job descriptions, please connect at [alan.francis@stuzminus.com](mailto:alan.francis@stuzminus.com)

- Fully employer paid extended health & dental benefits, Short-Term and Long-term, Life Insurance, Employee & Family Assistance program, and split paid Dental.
- Professional development support and more!

The Salary Range is the minimum and maximum annual salary based on full time equivalent hours.

Incumbents are typically hired, transferred or promoted between the minimum and midpoint of the range based on their knowledge, skills, abilities and experience in relation to the role requirements.

The top 10% of the pay range is for the incumbents who are industry experts in the job with the combination of exceptional experience and competencies needed to perform all duties and responsibilities at a superior capability level.

**SFN is committed to respecting diversity within our workforce; preference will be given to individuals who identify as First Nations, Inuit, or Métis.**

#### **How to apply**

Please sent your application to [alan.francis@stzuminus.com](mailto:alan.francis@stzuminus.com), with subject, as title of the Job applied for.

**Closing date:** Open until Filled

For more information about us, please visit: [Stz'uminus \(stzuminus.com\)](http://Stz'uminus (stzuminus.com))