



## **Tsartlip First Nation Youth and Family Program Assistant**

The Tsartlip First Nation is pleased to invite applicants to apply to the permanent, full-time **Youth and Family Program Assistant** position.

The **Youth and Family Program Assistant** is responsible for providing all support services to Youth and Families that foster cognitive development, psychological and emotional well-being, cultural and spiritual well-being and physical health and well-being. The **Youth and Family Program Assistant** operates under the direct supervision of the Children, Youth and Families Program Manager (Manager) and under the Youth and Family Program Coordinator (Coordinator) for day-to-day supervision, mentoring and support.

Applicants are invited to email their resume and cover letter to Anuradha Walisundera, CPHR at [hr@tsartlip.com](mailto:hr@tsartlip.com) by 4:00PM on Friday, January 24, 2025.

The wage range for this position is \$23.00 - \$25.00 per hour.

For further information about this position please visit [www.tsartlip.com](http://www.tsartlip.com).

### **Education and Experience**

- Grade 12 graduation (Dogwood or BC Adult Graduation Diploma);
- Experience coordinating youth programs an asset;
- Experience working with families, children and youth an asset;
- Experience working with or familiarity with the Tsartlip First Nation community an asset;
- Experience developing and preparing a variety of written reports, spreadsheets, presentations and other documentation independently and from written and verbal instructions;
- Valid Class 5 driver's licence and reliable vehicle plus a clean driver's abstract is required;
- Valid standard first aid and CPR certificate or the willingness to undergo training;
- Clean criminal record check with Vulnerable Sector required.

### **About the Tsartlip First Nation**

The Tsartlip First Nation is one of five communities that constitute the W̱SÁNEĆ Nation. Located on the west side of the Saanich Peninsula (south east Vancouver Island), the W̱SÁNEĆ people have lived on these lands since time immemorial.

Our vision is to honour the past, while moving forward and creating opportunities for our future generations.

We have a population of 1038 registered members living both on and off Tsartlip First Nation territory.

Tsartlip 653 is comprised of Goldstream IR13, Mayne Island IR6, Senanus Island IR10 and South Saanich IR1 covering approximately 334 hectares in size and includes single family residential and leased homes, band administrations and commercial developments.

**Thank you for your interest in this position, only those short listed will be contacted.**