



## **Tsartlip First Nation Jordan's Principle Service Coordinator (Part Time- Fixed Term)**

The Tsartlip First Nation is pleased to invite applicants to apply to the, part-time, fixed term **Jordan's Principle Service Coordinator** until 3<sup>rd</sup> October 2025.

The **Jordan's Principle Service Coordinator** provides support to the Tsartlip First Nation (TFN) community by guiding community through the application process, ensuring access to necessary resources, and advocating for their rights. The coordinator promotes equitable service delivery and upholds cultural sensitivity specific to TFN. The Coordinator aims to enhance the well-being of Indigenous children and the community by fostering a supportive environment, facilitating meaningful experiences, and contributing to overall community wellness.

Applicants are invited to email their resume and cover letter to Anuradha Walisundera, at [hr@tsartlip.com](mailto:hr@tsartlip.com) by 4:00PM on Friday, June 13, 2025.

Preference may be given to persons of Aboriginal ancestry and/or having knowledge of the W̱SÁNEĆ culture and traditions.

The wage range for this position is \$22 - \$23 per hour.

For further information about the Tsartlip First Nation and this position please visit [www.tsartlip.com](http://www.tsartlip.com).

### **Education and Experience**

- Degree or diploma in a field related to Human Services, Education, or Social Work;
- Minimum one (1) year experience advocating on behalf of children, youth and families;
- Minimum two (2) years experience coordinating and/or managing social programs or services or a combination of related education and experience;
- Experience developing and preparing a variety of written reports, spreadsheets, presentations and other documentation independently and from written and verbal instructions;
- Experience preparing funding proposals an asset;
- Experience working with Indigenous people, organizations, and communities;
- 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.**