



# Fraser River Run

The monthly newsletter of Xats'ul First Nation



## COMMUNITY MEETS WITH STAFF AT OPEN HOUSE

Staff from Xats'ul Tmicw Resources were among those meeting with community members at the open house on February 13

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**Pesxuxem (snow melting month) – March**



## February updates from Chief and Council

### NEW GOLDEN FEATHER JERSEYS

Xat'sull Chief and Council posed for a picture with the new Golden Feather jerseys that Xat'sull sponsored. Dustin Phillips reported that things have been going well and are growing. He added that the fundraising they've been doing is for an entry fee for a tournament in Vernon. Chief and Council commended them on the amazing job they've been doing and that they've heard a lot of positive feedback. They also approved an additional \$15,000 in financial support.

### FINANCIAL DELEGATION POLICY

Finance presented a new draft Financial Delegation Policy to C&C. The policy delegates greater financial accountability and responsibility to

Department Heads. Overall responsibility for financial management of the First Nation, still remains with the Chief and Council. A schedule for regular financial reporting to C&C will allow for monitoring of departmental spending. The final version of the policy will be presented to C&C in March, 2023 and if approved, will be made effective April 1, 2023.

### NATURAL RESOURCE UPDATES AND DECISIONS

C&C agreed to sign a new Forest and Range Consultation and Revenue Sharing Agreement (FCRSA). It's a three-year agreement that provides Xat'sull First Nation with a share of Provincial forest revenue. Over \$660 million in forestry revenue has been transferred through FCRSAs with

First Nations since 2003.

They also agreed to sign a Yecweminul'ecw Land and Resource G2G Bridging Agreement (YA) that will add a one year extension to the agreement to March 31, 2024. The purpose of the YA is to build "an enduring, resilient government-to-government relationship with respect to land and resource use and economic and social development in the NStQ Territory where the Parties can find new and cooperative ways to support sustainable development and use". The YA is similar in content to other agreements (Strategic Engagement Agreements) between the Province and groups of First Nations; however, unlike other agreements, the YA was developed as part of the Shared Decision-Making chapter in the Treaty AIP.

The goal of the extension

is to provide time to negotiate a new three-year agreement. C&C are hopeful that the new YA will be redrafted in a manner that aligns with the principles of the UN Declaration on the Rights of Indigenous Peoples (UNDRIP) and Xat'sull's path toward self-determination.

### COMMUNICATIONS & EVENTS COORDINATOR

C&C approved the creation of a new Communications & Events Coordinator position. The communications services have increased over the past years to the point that the existing capacity was not sufficient to meet all the communications needs. The new position will help with day-to-day communications and be responsible for organizing events at Xat'sull.





## Xat'sull holds community open house

Xat'sull held an open house on February 13 with about three dozen members in attendance.

During the open house, members had an opportunity to ask questions about each of the departments, get an overview of major projects and services and meet the staff members.

"We were happy to have this opportunity to meet members and get their feedback," says Communications Manager Max Winkelman. "Between closures due to COVID and staffing changes, this was long overdue."

We're planning to have regular meetings from here on out though we're still figuring out the exact details and format.

"I'd like to thank all the staff present for the meeting including the Xat'sull Mountain House Ranch, Xat'sull Harvest, Xat'sull Development Corporation and Xat'sull Tmicw Resources staff. It was great to see all the developments that are going on.

If you have any feedback or suggestions, please email Max Winkelman at [communications@xatsull.com](mailto:communications@xatsull.com).

## Youth feedback wanted

Xat'sull is looking to find out more about Xat'sull youth's vision and desires for youth programming and a potential youth centre. If you're a Xat'sull youth (six to 29 years of age), please complete the following survey. If needed, parents are encouraged to help out their youth complete the survey.

We will draw for a \$100 VISA gift card among completed entries that include a name and

contact. You can complete the survey without including your name or contact information but you will not be included in the draw. This survey is only open to Xat'sull youth and youth living in the community.

If you have any questions, please email [communications@xatsull.com](mailto:communications@xatsull.com).

The survey will close on March 5.

Survey link: [tinyurl.com/3wpzapw3](https://tinyurl.com/3wpzapw3)



## New baby girl!

Lindie Mitchell is on maternity leave following the birth of a little baby girl.

A big congratulations, we

hope you enjoy your time with the little one and are looking forward to seeing you return to work when you're ready to come back!



## Xat'süll First Nation



### Notice of Election

Notice is hereby given to the electors of the Xat'süll First Nation that an election will be held for the purpose of electing one (1) Chief.

**Election Day – March 14, 2023      9:00 AM - 8:00 PM**


**LOCATION: Community Hall (3405 Mountain House Rd.)**

A copy of the List of Candidates is posted in the Xat'süll Administration Building and can also be found on the Xat'süll website at: <https://www.xatsull.com/>. A copy of the Voters List and Xat'süll Custom Election Code are available for review at the Xat'süll Administration Building during business hours.

Ballots will be counted and results declared in the Community Hall immediately following the close of polls on March 14, 2023.

**Mail-in Ballot packages** will be sent to all eligible electors ordinarily residing off reserve, to their last known address of record with the Nation. It is your responsibility to ensure your address is up to date. You may contact the Electoral Officer to update your address. Any Elector normally resident on reserve may request a Mail-in Ballot package from the Electoral Officer. This should be done as soon as possible to ensure ballots can be returned by election day (requests made after March 4<sup>th</sup> will not be fulfilled).

Any elector that received a mail-in ballot package may vote in person on Election Day if they (i) return the Mail-in Ballot to the Electoral Officer at the polling station, or (ii) swear a written declaration before the Electoral Officer, a justice of the peace, notary public or duly appointed commissioner for taking oaths that the Mail-in Ballot is lost or destroyed.

  
\_\_\_\_\_  
Electoral Officer

Given under my hand at Vancouver,  
this 1<sup>st</sup> day of February, 2023

Please contact the electoral officer anytime for assistance with anything about the election process:

Electoral Officer: Ron Laufer      P.O. Box 96125, Mountain View, Vancouver, BC V5V 0H7  
Mobile: 1-833-443-VOTE (8683)      Email: ronlauferelections@gmail.com



## Xats'ul First Nation

Nomination meeting held January 31, 2023

### **Preliminary Nominations for Chief - One (1) Position**

(A Final List of Candidates will be provided Monday, February 6<sup>th</sup>)

Nominees	Nominated By	Seconded By
<b>Rhonda Phillips</b>	Denise Sellars	Janelle Jakesta
<b>Sheri Sellars</b>	Leon J. Sellars	Wilfred Phillips

To stand as a candidate, each nominee has until 8 PM on February 5, 2023 to submit a completed candidate acceptance form to the Electoral Officer (which includes a declaration that they will attend the all-candidate forum and will submit a campaign platform).

An election to elect one (1) Chief for Xats'ul will be held March 14, 2023.

**All Candidates Forum** - Wednesday, February 8, 2023 from 6:00 to 8:00 PM  
Location – Xats'ul Community Hall

Ron Laufer  
Electoral Officer

January 31, 2023

Electoral Officer: Ron Laufer    Mobile: 604-715-4777    Email: [ronlauferelections@gmail.com](mailto:ronlauferelections@gmail.com)  
P.O. Box 96125, Mountain View PO, Vancouver, BC V5V 0H7

**Xat'sül**



### Notice of Nomination Meeting

Notice is hereby given that Xat'sül has called an election in accordance with the Xat'sül Custom Election Code, for the purpose of electing two (2) Councillors for the next term.

#### **Nomination Meeting -- March 28, 2023 -- 5:00 PM TO 8:00 PM** **Community Hall - 3405 Mountain House Rd.**

An elector that is at least 18 years of age on the day of the nomination meeting may nominate or second an eligible person orally at the nomination meeting **OR** an elector who cannot be at the Nomination Meeting can do so in writing by completing the required Mail-in Nomination Form and Voter Declaration Form. Nominations may be mailed or emailed and must be received by the electoral officer by **5:00 PM, March 28, 2023. Electors living off-reserve** will be mailed a mail-in nomination package to the last known address of record. An elector may nominate or second no more than two persons for the office of Council.

A copy of the Voters List and Xat'sül Custom Election Code are available for review at the Xat'sül Administration Building during business hours. Electors may contact the Electoral Officer if they would like to release their mailing address to Candidates to receive campaign information from them.

**Nominees** must complete the Candidate's Acceptance and Declaration Form **within 5 days** of the end of the nomination meeting. Nominees are responsible for understanding all the requirements associated with running for elected office, as per the Xat'sül Custom Election Code.

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#### **Election Day -- May 9, 2023 -- 9:00 AM TO 8:00 PM** **Community Hall – 3405 Mountain House Rd.**

Eligible electors may vote in person at the polling station on Election Day or by Mail-in Ballot. Mail-in ballot packages offering the possibility to vote by mail will be sent to eligible electors ordinarily residing off reserve, to their last known address of record with the Nation. It is your responsibility to ensure your address is up to date. You may contact the Electoral Officer to update your address.

Eligible electors ordinarily residing on reserve may request a mail-in ballot package by contacting the electoral officer using the contact information below.

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Please contact the electoral officer anytime for assistance with anything about the election process:

Electoral Officer: Ron Laufer    Email: [ronlauferelections@gmail.com](mailto:ronlauferelections@gmail.com)  
Mobile: 1-833-443-VOTE (8683)    P.O. Box 96125, Mountain View, Vancouver, BC V5V 0H7



# Jennifer Stinson, Social Development Manager

# March

# 2023

## SOCIAL DEVELOPMENT DEPARTMENT



Hi everyone,  
I cannot believe spring is almost here!

### UPDATES:

- Last month ALL Income Assistance Clients, that were clients in the months of November and December 2022, were eligible for some gift cards.

The Government of Canada announced one-time additional Income Assistance funding to address hardships that Income Assistance clients are facing in 2022 due to rising inflation and the Covid-19 pandemic. This funding will help ensure that First Nations individuals and families who rely on income assistance will be able to cover their essential living expenses during these uncertain times.

Chief & Council had made the decision to give out gift cards to the eligible Income Assistance clients.

To be eligible for the "One Time Inflation Gift Cards," one must be:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6 PRE-EMPLOYMENT	7 PRE-EMPLOYMENT	8 Mid-Month	9 Food Bank 1:30 – 4:00 pm	10 MONTHLY DECLARATION DUE & HOUSEHOLD BILLS DUE	11
12	13	14	15	16	17	18
19	20 PRE-EMPLOYMENT	21 PRE-EMPLOYMENT	22 SA Day	23 Food Bank 1:30 – 4:00 pm	24	25
26	27	28	29	30	31	

- On Income Assistance in the months of November & December 2022.
- The clients had received \$700 for Wholesale (besides Canadian Tire).
- And the clients also received \$700 for Walmart.
- In total, it is \$1,400 in gift cards, the Income

Assistance Clients had received.

- The Pre-Employment Program will be wrapping up this month for the fiscal year. The clients have four more sessions left to attend. It will be resuming again in the new fiscal year.
- Just a gentle reminder to all I.A. Clients, the

Monthly Declaration

Forms are due by March 10th, if not received by then, one's SA cheque will be delayed.

- And the household bills are also due by March 10th, one can drop them off at the front desk, or email them to me at [socdev@xatsull.com](mailto:socdev@xatsull.com)



# March 2023

## Xat'sūll Health Station Events Calendar

Call 250-989-2355 for rides needed for medical travel, it must be booked on Monday for Wednesday's Travel

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3 Integrative Therapy 8:30-3:30pm	4
5	6 Aqua Fit 9:30am Pool Counselling 1:00-4:00pm  Massage 12:0-8:00pm	7  Sewing Night 3:30-7:00pm  Massage 12:0-8:00pm	8 HCC Travel  Massage 12:0-8:00pm	9 Nurse Practitioner 9:00-12pm Veggie Bag 1:00-4:00pm Massage 8:30-4:30pm Cross Country Skiing 5:30-7:30pm Bull Mountain	10 Integrative Therapy 8:30-3:30pm  Massage 8:30-4:30pm	11
12	13 Aqua Fit 9:30am Pool Counselling 1:00-4:00pm	14 Foot Care w/ Ayla 9:00-4:30pm	15 Med Travel	16  Cross Country Skiing 5:30-7:30pm Bull Mountain	17 Integrative Therapy 8:30-3:30pm	18
19	20 Aqua Fit 9:30am Pool Counselling 1:00-4:00pm	21  Sewing Night 3:30-7:00pm	22 HCC Travel Physiotherapy 9:00-12:00pm	23  Cross Country Skiing 5:30-7:30pm Bull Mountain	24	25
26	27 Aqua Fit 9:30am Pool Dental Therapist Lunch & Learn 12-2pm Counselling 1:00-4:00pm	28  Dental Therapist Appointments 10:00-3pm	29 Med Travel	30  Cross Country Skiing 5:30-7:30pm Bull Mountain	31	



# DENTAL THERAPIST

**MON, FEB 27th**

1-3pm

Appointments

(Lunch & learn cancelled)

**TUE, FEB 28th**

10:30-3pm

Appointments

**Xat'sūll Health Station**

**The services offered are:**

- cleanings
- fillings
- extraction
- exams
- X-rays
- referrals.

Please contact Health at 250-989-2355 to book an appointment and to sign up for the lunch and learn.



# COUNSELLING

**MON, MARCH 6, 13, 20 & 27th**

1:00-4:00 pm

Xatśūll Health Station

Bill McGinnis is a Registered Clinical Counsellor. He is born and raised in Williams Lake. He has over ten years of experience working with the Cariboo Friendship Society as the Aboriginal Wellness Coordinator and as well as the Aboriginal Wellness Clinician. He has a passion for assisting within his community and surround areas.

**To book an appointment, call Health at 250.989.2355.**



# INTEGRATIVE THERAPY

**FRI MARCH 3, 10 & 17th**

8:30-3:30 pm

Xat'sūll Health Station

**Integrative Therapy reconnects a person with their innate capacity to heal and know themselves.**

**SESSIONS MAY INCLUDE:**

Holistic Nutrition +  
Supplementation Guidance  
Body-Based Trauma Release  
Breathwork + Yoga  
Meditation  
Guided Visualization  
Massage + Energy Work

**Call Health at 250.989.2355 to book an appointment**

Creating wellness and healing trauma can be empowering and exciting process, but only if we include practices that attend to all the parts of our experience. Otherwise, we can work ourselves for years and years and just feel like we're spinning in circles.

Integrative Therapy is the practice of bringing these parts of our being back together, understanding how the body and environment influence the mind and spirit (and vice versa) and employing powerful practices that shift us out of old, damaging patterns. This isn't 'quick fix' medicine, but a process that can dramatically change a person's emotional + physical health over time.



**ABOUT CIEL GROVE. MA**

Ciel is a Crisis Counselor, Holistic Nutrition Consultant, Herbalist, Yoga Teacher, Certified Wellness Coach, Initiated Shamanic Practitioner, Doula, and a few other things. She holds a Masters Degree in Integrative Healing, and works with both groups and individuals around the world.





# NURSE PRACTITIONER

COLEEN PATENAUDE

**THUR, MAR 9**

9:00-12:00 pm

Xat'sūll Health Station

The Nurse Practitioner can diagnose and treat illnesses & infections, write prescriptions, fill out medical forms, manage chronic conditions, annual health screening, STI screening & diagnosis, plus much more! She would be delighted to see any community members without a family physician!

**To book an appointment, please call Glenda  
at 250-398-9814 or 250-855-8314**

If you have any questions or concerns, please talk with your  
Community Health Nurse at your Health Centre or Three Corners

Canoe Creek Health Centre 250-459-7749  
Dog Creek Health Centre 250-440-5822  
Xat'sūll Health Centre 250-989-2355  
Sugarcane Health Centre 250-296-3532  
Three Corners Health Services 250-398-9814





# CROSS COUNTRY SKIING

**March 2, 9, 16 & 23rd**

5:30-7:30pm

Bull Mountain

Hot chocolate and tea provided  
Dress warm. Ski rentals available.  
Rides are provided.



# What is a Healthy Medication Use?

## Did you know?

*One of the most important and yet often overlooked barriers to wellness is over use of medications. The use of multiple medications can actually make you more sick.*

**Although the number of medication's is an important consideration, other factors to consider are the appropriateness and safety of the medications.**

- Routine blood work
- Adverse effects
- Drug interactions
- Are you allergic to a certain medication
- Duration of medications
- Dose of medication's
- And more like alternatives supplements to consider

## Upcoming Dates

**January 24** - Canoe Creek/Dog Creek

**February 8** - WLFN/XFN

**February 16** - Canoe Creek/Dog Creek

**March 2** - WLFN/XFN

**March 9** - Canoe Creek/Dog Creek



**Maricor Del Rosario**  
Pharmacist



The Pharmacist at TCHSS is available to do medication reviews in the communities in the comfort of your home.

**If you or someone you know would like a medication review, or for more information please contact Stacey, Shelia, or Sandra at  
(250)398-9814**



# PHYSIOTHERAPY DATES



## March 1

Dog Creek: 9:30 am - 4:30 pm

## March 8

WLFN: 10:00am - 4:30 pm

## March 22

Xatsull: 8:30am - 12:00pm

WLFN: 1:00pm - 4:30pm

## March 29

Canoe Creek: 9:30 am - 4:30 pm

## April 5

WLFN: 10:00 am - 4:30 pm

## April 19

Xatsull: 8:30 am - 12:00 pm

WLFN: 1:00 pm - 4:30 pm

## April 26

SXFN: 9:30 am - 4:00 pm

**CALL YOUR COMMUNITY  
HEALTH STATION TO BOOK  
YOUR APPOINTMENT**



## SEWING NIGHTS

**SEWING GROUP**

**TUE, MARCH 7th**

3:30-7:00pm

Xat'sūll Health Station

**SEWING/CRAFT STAR BLANKET**

**TUE, MARCH 21st**

3:30-7:00pm

Xat'sūll Health Station

Join us for sewing with Mary and Barb. Meals are provided. Please call Health at 250-989-2355 to registrar, so we have enough food for everyone.





# VEGGIE BAG

**THUR, MARCH 9th, 2023  
1:00-4:00 pm  
XATŚÜLL HEALTH STATION**

This is the next veggie bag day for households on reserve. If you have already signed up, you will be automatically added to the list. Call Health at 250.989.2355 to be added to the list. Can be delivered or picked up from Health Station.



BEAR ESSENTIALS - COLOURING PAGE



CLAIRE VICTORIA ART | [www.clairevictoria.art](http://www.clairevictoria.art) | [f](https://www.facebook.com/clairevictoria.art) [@clairevictoria.art](https://www.instagram.com/clairevictoria.art)



5	4	2	6			9	7	3
				4			8	
	1	3	9					
						5		
	3		2	1	4		9	
		4						
					9	1	6	
	5			7				
1	7	9			2	4	3	5

EASY PUZZLE

	9				3		7	
5	4					9		8
		1		8	6			4
9		2					4	3
3	8					1		9
7			6	9		8		
1		5					9	7
	6		7				1	

MEDIUM PUZZLE

7		1			9		3	
	2		7				6	5
				4				
		8			1		9	6
	9		3		8		4	
1	3		9			7		
				8				
3	1				6		7	
	8		5			4		9

HARD PUZZLE

5		6	9		8			1
1	4	8		3			9	
		1				9	5	
	5		2		3		6	
	6	3				8		
	8			2		1	3	9
3			7		9	4		6

VERY HARD PUZZLE

## PUZZLES

5	4	2	6	8	1	9	7	3
9	6	7	3	4	5	2	8	1
8	1	3	9	2	7	6	5	4
2	9	1	7	3	8	5	4	6
6	3	5	2	1	4	7	9	8
7	8	4	5	9	6	3	1	2
3	2	8	4	5	9	1	6	7
4	5	6	1	7	3	8	2	9
1	7	9	8	6	2	4	3	5

EASY SOLUTION

6	9	8	4	5	3	2	7	1
5	4	3	2	1	7	9	6	8
2	7	1	9	8	6	3	5	4
9	5	2	1	6	8	7	4	3
4	1	7	3	2	9	5	8	6
3	8	6	5	7	4	1	2	9
7	2	4	6	9	1	8	3	5
1	3	5	8	4	2	6	9	7
8	6	9	7	3	5	4	1	2

MEDIUM SOLUTION

7	5	1	6	2	9	8	3	4
8	2	4	7	1	3	9	6	5
9	6	3	8	4	5	1	2	7
5	4	8	2	7	1	3	9	6
2	9	7	3	6	8	5	4	1
1	3	6	9	5	4	7	8	2
4	7	9	1	8	2	6	5	3
3	1	5	4	9	6	2	7	8
6	8	2	5	3	7	4	1	9

HARD SOLUTION

5	2	6	9	7	8	3	4	1
1	4	8	6	3	2	5	9	7
9	3	7	1	4	5	6	2	8
2	7	1	8	6	4	9	5	3
8	5	9	2	1	3	7	6	4
4	6	3	5	9	7	8	1	2
6	9	4	3	8	1	2	7	5
7	8	5	4	2	6	1	3	9
3	1	2	7	5	9	4	8	6

VERY HARD SOLUTION



**JOB OPENING**

# RECEPTIONIST



Xat'sull First Nation (XFN) in Williams Lake, B.C., is looking for a Receptionist to join their team. Reporting to the Executive Assistant, the Receptionist, under minimal supervision, carries out reception and general administrative duties. As the first point of contact for XFN, the receptionist will greet and welcome people arriving at the Band office in a professional and courteous manner. The receptionist will direct visitors to the appropriate staff member, answer and forward telephone calls, take messages and perform other clerical duties.

## WHY WORK HERE

We believe that in order to get the best out of our employees, we must ensure our employees are well supported. We don't just offer a standard benefits package, but we go beyond what's expected. In addition to competitive wages and excellent benefits, we offer a friendly work environment and support professional development. Finally, working at XFN, you will be leading meaningful work to support our community for the benefit of current and future generations. Our primary goal is to make our members' lives better now and in the future.

We are a Northern Secwépemc Nation, in the Cariboo, surrounded by a vast network of forests, lakes and rivers, grasslands, mountains, beautiful neighbourhoods, wonderful people and a rich cultural history. Adventure and exploration await you in this lifestyle abounding in nature, outdoor activity and wildlife.

## DUTIES & RESPONSIBILITIES

- Greet people arriving at the Band office, direct them to the appropriate contact.
- Answer incoming telephone calls, direct inquiries, provide information, screen calls and take messages, as required.
- Maintain office telephone extensions' directory and updates the directory periodically. Distributes the updated list to staff with the assistance of Communications
- Copy and distribute incoming mail and faxes after date stamping and logging into the computer; organize outgoing couriers, prepares mail with appropriate postage, delivering outgoing mail and collecting new mail daily
- Ensure the general tidiness and maintains the main entrance/reception/staff lunchroom area.
- Perform general administrative duties including maintaining bulletin boards, faxing, photocopying, data entry, and word processing of correspondence and other documents
- Arrange for servicing of office equipment and orders office/coffee supplies
- Organize and maintains copy room with supplies and forms required and ensures it is tidy
- Perform all closing procedures required at the end of the day
- Other related duties as assigned by the Executive Assistant

*The duties listed are provided as examples of area of responsibility and are not intended to create limits to responsibility but to help understand the scope of the position. All staff are expected to be team oriented and maintain confidentiality of all information gained while working with the organization.*

## ESSENTIAL EDUCATION, SKILLS, AND QUALIFICATIONS

- High school diploma or equivalency
- Six (6) months to one (1) year of experience, providing administrative, clerical or co-ordination services
- Accurate typing speed of 40 words per minute
- Proficiency in the use of computer programs for word processing, databases, spreadsheets, email and the internet, to the intermediate level (capable of using a large number of functions and feel confident using the program)
- Must have strong organizational and communication skills
- Ability to deal tactfully and effectively with clients, customers, suppliers, and co-workers
- Ability to self-regulate, meet deadlines, have attention to detail
- Recognizes and respects all cultural diversity and has an understanding of Aboriginal culture

## JOB POSTINGS

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### RECEPTIONIST

#### EMPLOYMENT CONDITIONS

- A criminal record check upon hire and willingness to sign oath of, and maintain, confidentiality and disclose any potential conflicts of interest
- Must have a valid drivers license & provide a clean drivers abstract

#### HOW TO APPLY:

Please provide a cover letter and resume

#### EMAIL YOUR APPLICATION TO:

Human Resources

Email: [hr@xatsull.com](mailto:hr@xatsull.com)

#### MAIL YOUR APPLICATION TO:

Attention: Human Resources

Xat'sull First Nation

3405 Mountain House Road,

Williams Lake, BC V2G 5L5

#### WAGE/SALARY:

\$21.77/hr

**APPLICATION DEADLINE:** March 10, 2023

NOTE\*\* Only those selected for an interview will be contacted.

Preference will be given to persons of Aboriginal ancestry as per Section 16(1) of the Canadian Human Rights Act.

## **JOB OPENING COMMUNICATIONS & EVENTS COORDINATOR**



Xats'ull First Nation is looking for a Communications & Events Coordinator to assist with day-to-day communications including content development, social media management, graphic design, and supporting a wide range of communication services as well as organizing Xats'ull events. The Coordinator works under the supervision of the Communications Manager and may be also asked to work on strategic Communications projects. This is a full-time position scheduled for 35 hours per week.

**WHY WORK HERE:** We believe that in order to get the best out of our employees we have to make sure our employees are well taken care of. We don't just offer a standard benefits package but go beyond what's expected. Outside of competitive wages and excellent benefits, we offer a friendly work environment and support professional development. Finally, working at XFN, you will be leading meaningful work to support our community for the benefit of current and future generations. Our primary goal is to make our members' lives better both now and in the future.

We are a Northern Secwepemc Nation, in the Cariboo, surrounded by a vast network of forests, lakes and rivers, grasslands, mountains beautiful neighbourhoods, wonderful people and a rich cultural history. Adventure and exploration await you in this lifestyle abounding in nature, outdoor activity, and wildlife.

**HOW TO APPLY:** Please provide a cover letter and resume to our Human Resources department:

**EMAIL YOUR APPLICATION TO:**

Human Resources  
Email: [hr@Xats'ull.com](mailto:hr@Xats'ull.com)

**MAIL YOUR APPLICATION TO:**

Attention: Human Resources  
Xats'ull First Nation (Soda Creek First Nation)  
3405 Mountain House Road,  
Williams Lake, BC V2G 5L5

**DEADLINE:** Open until filled.

**WAGE:** \$58,500 to \$77,000 per year

**KEY RESPONSIBILITIES:**

- Delivers day-to-day communications functions including creating posters, posting on social media, website updates, creating a monthly newsletter and more
- Conducts interviews, takes photos and video, and writes news releases, stories and Treaty updates/summaries.
- Oversees the planning and delivery of community events, including booking, invoicing, organizing rides etc.
- Scheduling and supporting the use of the community gym and equipment, including making sure equipment is working and up-to-date
- Assists departments and community in executing their events, including broadcasting meetings
- Attends events and makes sure everything goes as planned
- Other communications-related duties as assigned by the Communications Manager

### JOB OPENING

#### **ESSENTIAL EDUCATION, SKILLS AND QUALIFICATIONS**

In order to be considered, the application must clearly display how you meet the following qualifications in a cover letter:

- Post-secondary education in Communications, Marketing, Public Relations, Journalism or equivalent - note you will be required to provide proof of education by providing a copy of your degree/diploma. Candidates with foreign credentials are expected to require proof of Canadian equivalency
- A minimum of 3 years of experience in Communications, Marketing or Public Relations;
- Proficient with the Adobe Creative suite (including InDesign and Photoshop) and WordPress
- Physically able to lift and move equipment (i.e. tables, chairs, tripods etc.)
- Experience operating cameras
- Able to work evenings and weekends
- Organized and self-motivated, dependable and detail-oriented
- Recognizes and respects all cultural diversity

#### **ASSET QUALIFICATIONS**

- A demonstrated history of customer service with a friendly disposition and a professional demeanour
- Knowledge of Secwépemc language, culture and traditions
- Experience organizing events
- Ability to problem solve
- Experience operating video and audio boards
- Advanced drone pilot certification

#### **EMPLOYMENT CONDITIONS**

- Class 5 Driver's license and a reliable vehicle
- Ability to work flexible hours and willing to travel for meetings
- Must provide a Criminal Record Check

*Preference will be given to persons of Aboriginal ancestry as per Section 16(1) of the Canadian Human Rights Act.*