

## JOB POSTING

### Cultural Team Lead, Department of Culture & Heritage

**Reports to:** Director of Culture & Heritage

**Job Duration:** Full-time Permanent

**Summary:** Reporting to the Culture & Heritage Director, the team lead will be dedicated to advising and guiding the membership as a whole towards a more focused and knowledgeable approach to reinvigorating the knowledge around our Traditional and Cultural practices. The team lead will also provide guidance and support to enhance and develop programming that is inclusive to any interested Tahltan or associate participants. They will also be an integral part of a team working to create a training model in cultural understanding for TCG Executive, Board members and Staff.

#### **Responsibilities:**

- To rejuvenate our traditional and cultural practices among the membership.
  - Through encouraging and facilitating singing and dancing groups
  - Sewing groups (which can include but not limited to: Embroidery and/or beading, regalia, vests, and/or moose hide items.)
  - With a focus of connecting our cultural practicing Elders to our youth and adult membership.
- To provide support and/or resources to other Tahltan entities that are hosting cultural activities.
- Create roles and responsibilities around Tahltan cultural practices. "Tahltan handbook"
- Other duties related to Cultural practices, as required

## **Qualifications and Requirements:**

- Cultural knowledge of the Tahltan Nation;
- Grade 12 dogwood or equivalent; and
- Active participant in cultural activities occurring today.

### Personal Attributes:

- Organizational skills;
- Demonstrated leadership ability; and
- Strong interpersonal skills, ability to communicate and manage well at all levels of the organization and with staff at remote locations essential.

### Other Skills & Abilities:

- PC proficiency is essential (Windows environment) and strong working knowledge of Microsoft Office Programs.

## **Remuneration and Work Hours:**

- A competitive salary is offered, with a benefits package.
- Work hours will be 9 am to 5 pm, Monday to Friday, however it is the nature of the position to work beyond regular office hours as well as weekends. Travelling will be required.

**Work location:** There is flexibility in the location of employee because this position will require travel, especially to the Tahltan Territory – as well as to each community that has a large Tahltan membership population. A home based location close to/or in the Territory is favored but not required.

**How to apply:** Please email your resume and cover letter in Word or PDF file format to [executivedirector@tahtlan.org](mailto:executivedirector@tahtlan.org), with subject as **“Cultural Team Lead Application, Attention Executive Director”**

**Deadline for Application:** December 7th, 2020