

JOB POSTING

Tourism Director

Reports to: Executive Director

Job Duration: Full-Time (3-month probationary period)

Summary: Tahltan Central Government is recruiting an Ecotourism Contractor to research and create a vision and three-year plan for the Tahltan Nation to become more meaningfully involved in the ecotourism industry as owners/operators. The position will help facilitate engagement with Tahltan membership to ensure the overall vision and planning process aligns with Tahltan values and aspirations. Thereafter, there may be further full-time roles available in the ecotourism industry depending on outcomes and commitments from the Tahltan Nation.

Responsibilities:

- Develop a feasible strategy to become meaningfully involved in ecotourism in Tahltan Territory
- Engage with Tahltan members, ecotourism operators, Tahltan Territory residents and other relevant stakeholders and organizations that can assist
- Site visits to current and potential ecotourism destinations
- Collaborate with internal and external stakeholders
- Maintain statistical and financial records of activities
- Prepare reports for monitoring and evaluation, annual reports, and quarterly/monthly reports as requested
- Prepare presentations for Tahltan leadership, membership and for potential collaborations and investors
- Possibly begin implementing the strategy and vision once approved by the Tahltan Nation

Qualifications and Requirements:

- Grade 12 completion or Equivalent
- Minimum ten years of experience in tourism industry

- Minimum Valid Class 5 driver's license required
- Demonstrate sufficient organizational, time management, communication, and leadership skills
- Competent use of a computer, email software, social media mediums, and specifically the Microsoft Office programs
- Will need to work well with others and oversee subcontractors from time to time
- Knowledge of Tahltan issues, culture, and delivery models would be an asset to this role
- Consistent travel to/from Tahltan Territory throughout the year will be required

Personal Attributes:

- Brings a 'can do' attitude that is team player but can work independently
- Demonstrated leadership ability
- Strong interpersonal skills, ability to communicate and manage well at all levels of the organization
- Knowledge of the outdoors and following safety procedures

Remuneration and Work Hours:

- Salary will be negotiated by the successful applicant based on their level of experience.
- 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, particularly while working in Tahltan Territory and/or with ecotourism operators

Work location: The priority is for this position to be based in Northern British Columbia, preferably north of Prince George.

How to apply: Please email your resume PDF file format to hr@tahltn.org, with subject as "Tourism Director, Attention Executive Director"

Deadline for Application: September 21, 2021

(Note: We reserve the right to hire sooner than the deadline if we secure a qualified candidate).