



MÉTIS CULTURE, HERITAGE, AND LANGUAGE COORDINATOR

TERM FULL-TIME POSITION (37.5 hours per week) for 12 months

LOCATION: Provincial Office – Station Tower (13401 – 108th Avenue, Surrey)

CLOSES: November 26, 2021 at 4:30 PM PST

ABOUT MÉTIS NATION BRITISH COLUMBIA

Métis Nation British Columbia (MNBC) develops and enhances opportunities for our Métis communities by implementing culturally relevant social and economic programs and services. Through teamwork, respect, dedication, accountability, integrity, and professionalism, MNBC strives to build a proud, self-governing, sustainable Nation in recognition of inherent rights for our Métis citizens, assisting in the delivery of services based on policy, process, and specified regulations.



MNBC's *Employer of Choice Initiatives* offers employees a competitive total compensation package including:

- ✓ comprehensive group benefit package or health-care spending account and enrollment in the Municipal Pension Plan
- ✓ 15 paid days per year for statutory and cultural days (Indigenous Peoples Day, Truth and Reconciliation Day, & Louis Riel Day)
- ✓ carpool, parking & public transit subsidies (Provincial Office only)
- ✓ educational spending account and professional development allowances to provide annual funding to continue lifelong learning and skills upgrade.
- ✓ remote workplace supports.
- ✓ internal advancement & redeployment opportunities

ABOUT THE OPPORTUNITY

We are seeking a highly motivated, team-orientated individual to join our Ministry of Culture, Heritage and Language team as a Culture, Heritage and Language Coordinator.

Reporting to the Culture, Heritage and Language Manager, the primary objective of the role is to develop educational resources and deliver presentations that increase awareness of Métis culture and history, as well as coordinate Ministry initiatives.

KEY DUTIES AND RESPONSIBILITIES

- Conduct research and develop educational resources and presentations relating to Métis culture and history
- Facilitate educational workshops and presentations on Métis culture and history to a variety of different audiences
- Coordinate the development and procurement of Métis-specific cultural resources
- Build relationships and regularly engage with Métis Elders, Knowledge carriers, Métis Chartered Communities, other MNBC Ministry staff and Métis citizens when developing educational resources
- Assist with gathering information for proposals and funding opportunities that focus on the enhancement and revival of the Michif language and Métis culture
- Coordinate professional learning opportunities to share knowledge about Métis culture, history, and language
- Coordinate the implementation of surveys, resources and materials, including integrating online tools to increase access for those Métis people living in remote and rural areas of BC
- Oversee the development of promotional materials and marketing for project initiatives and events
- Actively participate as a member of the Ministry of Culture, Heritage and Language team to advance the successful, efficient, and effective delivery of programs and services to Métis people in BC

THE IDEAL CANDIDATE

- Bachelor's Degree in Education, Indigenous Studies, Cultural Studies, Social Work, History or other relevant areas of study.
- Minimum of two (2) years' recent, related experience in educational resource development, research and facilitation
- Combination of relevant experience, education, and training will be considered
- Knowledge of Métis culture and history, Métis people in BC, and historical and contemporary issues experienced by Indigenous people within Canada
- Experience developing and delivering engaging educational presentations and workshops
- Demonstrated ability to effectively communicate both verbally and in writing
- Ability to lead, problem solve, and utilize team-building skills
- Proven ability to utilize strong interpersonal skills to deal with others effectively
- Proven ability to prioritize tasks, meet deadlines, and work with minimal supervision
- Proven ability to utilize, adapt and embrace new technologies, including Word, Excel and other database/software required by the role

OTHER COMMENTS

- Other duties may be assigned as needed to help ensure the efficient operation of MNBC
- There will be a need to attend meetings and events which may require work and travel outside of the normal business hours

- Ability to provide a satisfactory Criminal Record Check
- Valid BC Class 5 Driver's license and access to reliable personal vehicle for work purposes an asset

The above requirements are what MNBC is seeking in the ideal incumbent at the time of posting and are subject to change based on needs.

Pursuant to section 41 of the BC Human Rights Code, preference may be given to applicants who self-identify as Aboriginal (First Nation, Métis or Inuit). All qualified candidates are encouraged to apply.

PLEASE NOTE THAT CANDIDATES MUST APPLY BY Friday, November 26, 2021 at 4:30 PM PST.

Using Culture, Heritage and Language Coordinator in the subject line of your email, please send your resume and cover letter to:

[Mallory Blondeau](#)

Associate Director of Culture, Heritage and Language

Métis Nation British Columbia

Email: mblondeau@mNBC.ca

MNBC is committed to promoting the health, safety, and well-being of all staff during the COVID-19 pandemic. The safety of our employees and Chartered Communities is paramount, and vaccination against COVID-19 is a key public measure to reduce the spread and severity of the virus and its variants. As such, we have recently announced all employees, vendors, and visitors are required to be vaccinated against COVID-19 in order to come to MNBC offices. **Effective November 15, 2021: full vaccination against COVID-19 is required to be eligible for employment at MNBC. All individuals must provide Proof of Vaccination, to be verified by Human Resources, as a mandatory condition of their employment.**