

JOB OPPORTUNITY

MLIB TLU Study Community Coordinator



Eligibility: MLIB Community Member

Term: January 2018, with extension for further projects

Payment: To be negotiated

The McLeod Lake Indian Band (MLIB) is leading a traditional knowledge and land use (TLU) study for Shell's existing operations and proposed projects at the Groundbirch property within MLIB territory. This study is being co-led by the Firelight Group (www.thefirelightgroup.com), and the results from the study will help inform consultation efforts with Government and industry. The project requires the services of a dynamic and committed individual who is able to provide the technical and personal skills required to participate in this study. With further traditional knowledge and use studies planned by MLIB for 2018, the community coordinator will likely be required for a further work.

Project Summary

The McLeod Lake Indian Band Land Referral Office is conducting a number of MLIB-led knowledge and use studies. A community meeting will be organized to present each project to the community at large, and seek input for how the research will take place. A structured interview process will occur at the McLeod Lake Indian Band. Up to 50 individual interviews per project are anticipated, and average between 2-3 hours each, with 3 interviews completed per day. Interviews will take place at McLeod Lake Indian Band, and interviews will occur in Prince George or other locations, as needed. Up to 17 days per project of in-the-field research will take place with knowledgeable community members to document traditional knowledge and use observations. Additional days will be required beforehand in order to schedule interviews and afterwards to coordinate payment of honoraria. A community verification meeting will take place to present the study results back to the community at large.

Summary

The role of MLIB Community Coordinator is to help make the Elder or participant feel comfortable and welcome, and to organize and coordinate the interview and field schedule. Contacting community members to arrange interviews will be a major component of the work. During the interview and field research, the MLIB Community Coordinator may help document the elder's knowledge. Training will be provided at the McLeod Lake Indian Band.

Responsibilities

Must undertake the following tasks:

- Coordinate community meetings (logistics).
- Identify and contact key participants to be interviewed for the study.
- Schedule interviews.
- Arrange transportation for participant, if necessary.
- Interview preparation.

- Arrange the honoraria cheque and gift, if possible.
- Coordinate travel logistics.
- Must be able to work long days, beginning in mid-January 2018.
- Communicate regularly with leadership.

Qualifications

Must demonstrate the following skills:

- Excellent oral and written communication skills.
- Excellent organizational and interpersonal skills.
- Must be fluent with essential computer applications (Microsoft Office).
- Must be self-motivated with the ability to work independently with minimal supervision.
- Ability to speak and understand Tse'Khene would be considered an asset.
- Valid British Columbia driver's license would be considered an asset.
- Reliable, enthusiastic and punctual.

To Apply

If you are interested in this position, please contact **Nathan Prince, LRO Assistant Manager**, at McLeod Lake Indian Band, by email to tlucoordinator@milib.ca. Interviews will be scheduled with qualified candidates as applications are received. Only candidates considered for an interview will be contacted. To remain open until filled.