



huu ay aht

ANCIENT SPIRIT, MODERN MIND

Huu-ay-aht First Nations Government

Job Posting – Youth Program Worker

Type: Full-time Permanent

Reports to: Child & Family Wellness Manager

Salary/Starting Wage: \$25.00

Position Summary

Work duties will include part-time tutoring and supporting students with their homework, along with part-time recreation activities. Work times will vary as the students are in school during normal working hours. Weekends and nighttime activities occasionally

Key Accountabilities

- Supporting the Child and Family Wellness Director in designing, implementing, and sustaining the Huu-ay-aht First Nations (HFN) Youth Programs (ages 5-18).
- Research, develop, implement, and evaluate programs for youth and provide appropriate mentorship and guidance to HFN Youth.
- Supervise everyday activities.
- Maintain confidentiality and neutrality at all times.

Job Duties

- Consult with HFN youth to determine their needs and interests
- Support youth with schoolwork and tutoring daily, through the After-School Program
- Design and implement and supervise youth activities such as sports activities, field trips recreational activities with other First Nations ex: Tlu-piich games
- Follow the HFN organizational vision, mission, and values
- Work with HFN cultural department to connect youth to culture and HFN values
- Work with the staff at BCS/ BCSA for updates on students' needs and school/work field trips

Operational Requirements

- Valid class 5 driver's licence.
- Some travel, including overnight and or weekends.
- Willingness and ability to work overtime, including evenings and weekends.
- Successful background check, including employment verification, reference checks, and education/credential verification.



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Qualifications for position

- Demonstrated ability and experience in upholding the HFN Organizational Values: *Professionalism, Respect, Health, Effective Communication, Trust, Support*
- Graduated Grade 12 or equivalent.
- Experience working with Microsoft programs such as, Outlook, Teams, Excel and Word.
- Experience working with children and youth in a First Nations setting particularly youth engagement, and excellent organizational and facilitation skills.
- Willingness to take training or education.
- Required awareness of First Nation's culture and protocol
- First Aid Certification

How to Apply

Please submit your resume and cover letter to Human Resources at hr@huuayaht.org
Applications will remain open until filled.

ƛ̓eekoo ƛ̓eekoo (thank you) for your interest in working with Huu-ay-aht First Nations Government.

Office: Anacala Government Office, 170 Nookemus Road, Anacala, B.C., V0R 1B0

Phone: 1.888.644.4555/ 250.728.3414 Fax: 250.728.1222

Mail: Port Alberni Government Office, 4644 Adelaide Street, Port Alberni, B.C., V9Y 6N4 Phone: 250.723.0100 Fax: 250.723.4646



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Vision - *The Huu-ay-aht envision a strong, self-governing, and self-reliant Nation. lisaak will guide us as we work together to foster a safe, healthy, and sustainable community; where our culture, language, spirituality, and economy flourish for all.*

Mission - *As a leader among First Nations, the Huu-ay-aht First Nations will create certainty for its community, generate wealth for financial independence, provide economic opportunities, deliver social, cultural and recreational programs for all Huu-ay-aht.*

Huu-ay-aht First Nations Values

PROFESSIONALISM

- Ethics – be prepared, on time and ready to work
- Ethics – be responsible for the success of your work and others
- Lead by example
- Respect - for confidentiality, yourself, and co-workers
- Work / Life Balance
- Work Smarter - Share your expertise and your successes
- Take pride in your work

RESPECT

- Golden Rule – Treat others how you want to be treated
- Listen actively and attentively to what people are saying and clarify
- Accept people for who they are and do not judge
- Basic Etiquette – remember the common courtesies, kindness & compassion
- lisaak
- Observe protocol and ceremony

HEALTH

- A healthy body, mind and soul through proper diet, sleep, and exercise
- Avoid burning out with a proper work / life balance
- Be positive - always remember to smile and laugh

- Care about each other, ask questions and follow up
- Be appreciative of one another and the work we do

EFFECTIVE COMMUNICATION

- Think twice, speak once
- Make sure your body language is sending the correct message
- Provide responses in a timely manner; acknowledge request and provide timeline
- Listen attentively and clarify

Trust

- Walk the talk - be honest, no gossiping
- Believe the good in everyone not the bad
- Voice your concerns, do not harbor them – clear the air
- Spend more time focusing on what you are supposed to be doing, and less time on what others are or are not doing
- Be happy and enjoy your work life

SUPPORT

- Be available to help and ask for help when needed
- Advocate and help one another
- Provide constructive criticism, not just criticism
- Do not gossip; stop gossip when it occurs
- Clarify and seek feedback from each other

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