



**KTUNAXA
NATION**

We invite you to apply for the position of...

CULTURAL ASSISTANT

TRADITIONAL KNOWLEDGE & LANGUAGE SECTOR

PERMANENT POSITION – FULL-TIME

POSITION SUMMARY:

This position plans, organizes and facilitates experiential activities associated with Ktunaxa history, traditions and culture. The activities are to provide learning opportunities to support the furtherance of Ktunaxa Culture Revitalization for the Ktunaxa Community, tourists and other interested persons.

DUTIES AND RESPONSIBILITIES:

- Effectively communicate Ktunaxa cultural values, language, traditions, customs to multi-cultural audiences
- Provide safe, empowering, harmonious, activity and learning environment
- Ability to plan, organize and research cultural activities
- Facilitate cultural and traditional activities and workshops such as bead work, hide tanning etc.
- Facilitate learning opportunities on Ktunaxa history
- Respectfully represent Ktunaxa traditions, customs and beliefs and the cultural perspective including:
 - Ktunaxa Language
 - Sense of Traditional Place names
 - Traditional land districts
 - Interacting with Ktunaxa cultural knowledge holders
- Interact with Ktunaxa knowledge holders

QUALIFICATIONS:

Academic Preparation

Grade 12 certification

Required Skills, Knowledge and Experience

- Knowledge of Ktunaxa language is an advantage
- Passion and commitment to Ktunaxa traditions, language, culture
- Respect for and knowledge of Ktunaxa and aboriginal rights, culture, history and goals
- Knowledge of and experience in working within protocols and procedures
- Pleasant, professional and efficient communication and customer service skills
- Initiative to comfortably take a leadership role in activities and events
- Ability to anticipate possible situations and handle with clarity, precision and sensitivity; an aptitude for problem solving
- Strong attention to detail
- Strong organizational abilities
- To be responsible, honest and reliable

Ktunaxa candidates are encouraged to apply; support to apply for this position can be accessed through the Education and Employment Sector Service Center. Ktunaxa Applicants are encouraged to apply for this position regardless of experience or qualifications as on the job training may be considered. Preference will be given to qualified candidates of Ktunaxa ancestry

Please submit your cover letter and resume to:

**Human Resources Manager
Ktunaxa Nation Council
PO 7825 Mission Road
Cranbrook, BC V1C 7E5
KNC-HR@ktunaxa.org
Fax: (250) 489-2438**

CLOSING DATE: OPEN UNTIL FILLED

We thank those who apply; however, only those selected for an interview will be contacted.