STK'EMLUPSEMC te SECWEPEMC NATION

As represented by the Tk'emlups te Secwepemc and the Skeetchestn Indian Band
We Don't Have a Political Mandate, We Have a Responsibility, We are Yecminme7

<u>Employment Opportunity</u>

Stk'emlupsemc te Secwepemc Nation (SSN) consists of the Tk'emlups te Secwepemc and Skeetchestn Indian Band which is a historical and traditional Caretaker Unit of the Secwepemc Nation**.** The SSN is the governing organization which deals with matters and projects within the SSN territory.

SENIOR RESEARCHER & REPORT AUTHOR:

The Senior Researcher/Report Author is an experienced role within SSN. The primary focus of the position is to provide specialized expertise to the SSN's Cultural Heritage Coordinator, Project Assessment Lead, and the Cultural Heritage Oversight Committee as well as mentorship of junior staff in the field of Cultural Heritage. The role will work collaboratively with the Cultural Heritage team to research and produce strong, comprehensive reports that are aligned with SSN values and objectives.

Key responsibilities include:
- Collection and analysis of primary and secondary research materials for Cultural Heritage Studies and related projects
- Under the direction of the CH Coordinator, training and mentorship of junior research staff
- Development of research design and methodology for interviews, leading interviews and focus group sessions with SSN members, Elders and Knowledge Keepers
- Data gap analysis and development of recommendations/work plans to address identified gaps
- Drafting and finalizing Cultural Heritage Study reports, site-specific and landscape-level protection plans, and other related materials to be reviewed by the Cultural Heritage team, Cultural Heritage Oversight Committee and approved by Joint Chief and Council;
- Able to foster strong, collaborative relationships with management, colleagues and community members
- Presentations at Cultural Heritage Oversight Committee meetings, Open Houses, Family Panel meetings, and to Joint Chief and Council and proponents

Other requirements include:
- Excellent report writing, editing and formatting skills
- Strong interpersonal, presentation and communication skills (written and verbal);
- Advanced analytical, research and engagement skills;
- Extensive experience in archival research as well as interview ethics, memory mapping, research design and methodology
- Familiarity with existing ethnographic data on Secwepemc, specifically SSN, Tk'emlups te Secwepemc and Skeetchestn Indian Band, as it derives from ethnographic and ethnohistorical published and unpublished sources;
- Proficiency using Microsoft Office programs such as Word, Excel, PowerPoint and SharePoint
- Participation in occasional off-site and outdoor-related functions, Open Houses, meetings and workshops, including training
- Valid Class 5 driver's licence
- Ability to work flexible hours (i.e., short-notice or extended hours);
- Written and oral Secwepemctsin would be an asset

Other qualifications, knowledge, skills and abilities:
- A Master's Degree in English, anthropology, aboriginal studies or law, and/or relevant work experience.
- Preference will be given to members of the Secwepemc Nation or individuals of Indigenous descent.
- Applicants should have a strong understanding of Secwepemc culture, tradition and history.

Remuneration: Commensurate with this position and relevant experience
Hours of Work: Full-time; Normal day shift – 7 hours. Non-normal shift may be required

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Submit cover letter, résumé and three references to attention of:
Amanda Watson, Cultural Heritage Coordinator, Stk'emlúpsemc te Secwepemc Nation

Deadline January 29, 2021 no later than end of business day

P.O. Box 188, Savona, BC V0K 2J0
Tel: 250.373.0023   Fax: 250.373.0025
Email: careers@stkemlupsemc.ca
The Stk'emlúpsemc te Secwepemc Nation thanks all applicants for their interest; however, only those individuals who meet or exceed the identified qualifications for each position will be contacted. We thank all interested parties in advance for their interest in SSN.