



DZAWADA'ENUXW FIRST NATION

Contract Work Opportunity

We are looking to hire someone to assist with planning the Women's Gathering in Kingcome in the spring, as part of the DFN BCCI Matriarch project.

Duties will include:

- Assisting with overall event planning & coordination, communications, travel for attendees, venue arrangement and set up, catering arrangements.

Skills:

- Good communication and organizational skills important,
- Ability to coordinate events and track activities
- Need to be able to work independently as well as part of a team
- Understanding Kingcome travel coordination

This is a part time contract until the gathering which is planned for early March 2018 in Kingcome.

Competition closes **Wednesday, January 10, 2018**, please send cover letter and resume

If you have questions please contact Midori at midorin@telus.net