



# JOB POSTINGS



**We Wai Kai Nation**  
690 Headstart Crescent  
Campbell River, BC V9H 1P9  
250-914-1890

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## **Job Posting**

### **Contract Janitor – Cape Mudge Hall, 28A Tekya Rd**

#### **Position Summary**

The Contract Janitor is responsible for cleaning the Cape Mudge Hall including the kitchen and bathrooms, on an "as needed" basis, morning, afternoons and or evenings. Cleaning will be required before and after events as well as after use by regularly scheduled users such as the badminton, pickleball, and youth and other groups. The position will require some lifting, walking in and outdoors, thorough sweeping, mopping, cleaning, cleaning windows, dusting, disinfecting, sanitising, floors, kitchen, bathrooms, other and ensuring the premises are presentable to the public. As this is a contract position there are no extended benefits.

#### **Cleaning duties will include:**

- Wiping/cleaning/dusting all surfaces
- Floor Care/Sweeping/vacuuming and washing floors, walls, appliances, baseboards, cupboards
- Trash/recycling/waste material removal using eco friendly practices
- General tidying and cleaning duties as required
- Efficiently use and maintain equipment including re-stocking of supplies as needed
- Work independently with limited supervision on as needed basis
- Some travel maybe required
- Perform some minor maintenance on equipment such as changing light fixtures, other
- Report any major maintenance or issues to management
- Restock kitchen, bathrooms and or closets
- Maintain a check list of cleaning responsibilities
- Ensures facilities are locked
- Maintain entrance, exits, hallways
- Maintain exterior grounds

#### **Skills, Abilities, and Attributes:**

- Self-starter
- Ability to effectively manage time to complete cleaning tasks in an efficient and timely manner
- Able to work a flexible schedule and ability to work alone with limited supervision
- Demonstrated ability to clean community-use spaces
- Punctuality
- Trustworthy and reliable
- Good communication skills
- Class 5 license with reliable transportation to/from Quadra Island and the Cape Mudge Hall

**Job Type:** Contract

**Salary Range:** \$25/hr

Please submit resume and cover letter to [careers@wewaikai.com](mailto:careers@wewaikai.com) by Wednesday, December 18, 2024  
*Only those selected for an interview will be contacted.*



## We Wai Kai Nation

690 Head Start Crescent  
Campbell River, BC  
V9H 1P9

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### Job Posting – Education Assistant

<b>Location:</b>	Ripple Rock Elementary	<b>Term of Employment:</b>	Jan 25- June30/2025
<b>Start Date:</b>	Jan 7/2025	<b>Salary:</b>	\$30.15/hrly
<b>Hours:</b>	8:30-4:30	<b>Application deadline:</b>	Dec 13/2024 4:30pm

### Position Overview

We Wai Kai Nation places a high value on the social, physical, and mental wellbeing of our members. Working closely with the Director of Education responsible for supporting Languages Teachers at Ripple Rock Elementary School, grades K-5.

### Responsibilities and Duties

- Provides support to either of the language cohorts as needed.
- Implementation of student individual education plans.
- Material preparation as needed directed by language teachers.
- Protecting and respecting the confidentiality of information.
- Create and maintain files, records, and other documentation in a professional, secure, and searchable manner.

### Qualifications & Experience

- Grade 12 high school diploma.
- Post-secondary diploma in Special Education or relevant post- secondary education.
- Excellent reading, writing and verbal communication skills.
- Demonstrated ability and knowledge of strategies to work successfully with students on daily basis.
- Ability to work harmoniously as a member of an inter-disciplinary team of professionals.
- Flexible work practices – to lead, to work independently, and to cooperate as a team member, as required
- Clean criminal record [relevant to the position]
- Positive and respectful outlook towards their job, other employees, and the youth they serve.
- Adherence to the workplace rules and policies of the Nation, the established procedures related to this position, and to generally accepted work practices related to respectful and cooperative team performance.

### Physical Requirements and Working Conditions

This position is typically shifts, however will require after-hours participation in a wide variety of meetings, programs, and events. Monday to Friday 8:30-4:30

Position will remain open till filled.

Please send resume and cover letter to [careers@wewaikai.com](mailto:careers@wewaikai.com)

Only those short listed will be contacted.



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## Job Posting

### Casual Home Support Worker - Cape Mudge

#### Who We Are

We, the We Wai Kai, embrace our language and culture to build a proud, healthy, safe, and self-sufficient community. We support and encourage each other to thrive through following the footsteps of our ancestral history, as stewards of our lands and waters, while balancing our role in modern day society.

Today, we are proud of our efficient government operations, ensuring a high quality of life for our members. To enhance this, we are also focused on existing and emerging economic development opportunities that will position us for continued growth and re-investment in our community. We pride ourselves on being a strong, self-sufficient Nation and look forward to what the future holds.

#### Responsibilities and Duties

Home Care Worker – Cape Mudge

- Light housekeeping
- Meal preparation
- Positive and respectful interactions with Elders

#### Preferred Qualifications & Experience – Previous related experience is preferred but not necessary.

- Strong work ethic
- Respectful towards, and an affinity for, Elders
- Able to complete job tasks independently
- Clean criminal record (you will be required to provide a criminal record check if hired)
- Reliable transportation as job requires visiting several homes
- Positive and respectful outlook towards job, other employees, and the Elders you will serve
- Understanding and appreciation of the cultural values of the Nation

#### Physical Requirements and Working Conditions:

This position requires the physical activities associated with housework and meal preparation.

**Hours:** Casual, potential to lead to full-time. The hours are between 8:30am-4:30pm Monday-Friday.

**Note:** The clients for this position all reside in Cape Mudge.

**Hourly Rate:** \$26/Hr.

#### How to apply:

Submit a resume to Michelle Billy:

Email: [michelle.billy@wewaikai.com](mailto:michelle.billy@wewaikai.com)

Phone: 250-914-1890, ext. 106

Fax: 250-914-1891

In Person: 690 Head Start Cres. Campbell River, BC V9H 1P9

**Closing Date: Open until filled**



## PACIFIC MODULAR JOB POSTING LABORER/SKILLED LABORER

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### **Join Our Team at Pacific Modular!**

At Pacific Modular, we specialize in creating sustainable, innovative, and beautifully designed modular homes for communities across British Columbia. Our team takes pride in crafting high-quality living spaces that combine modern design with environmental responsibility. As a growing company, we're passionate about pushing the boundaries of modular construction and making a positive impact on the housing market.

Ready to be part of a forward-thinking team shaping the future of home building? Explore our latest opportunities and join us in redefining the way homes are built!

### **What You'll Do:**

- Assist with assembly of modular home components, including but not limited to framing, wall panels, and flooring, using precision and care.
- Collaborate with other trades and team members to complete modular builds on time and to specification.
- Ensure a clean, safe, and organized work environment within the modular home production facility and on-site installations.
- Perform other duties related to modular home assembly and finishing as assigned.

### **Requirements:**

- Experience in construction, preferably within modular home construction or assembly.
- Apprentice Carpenter considered an asset.
- The ability to read blueprints and an understanding of the BC Building Code is an asset.
- Demonstrated ability to achieve high standards of workmanship and attention to detail.
- Physically capable of lifting 50+ lbs., kneeling, bending, standing, and stretching for extended periods.
- Production-focused mindset with the ability to work efficiently in a fast-paced environment.
- Strong understanding of health and safety practices
- Valid driver's license.
- Must provide your own hand tools.

Submit Resumes to: [Careers@akerspropertysolutions.ca](mailto:Careers@akerspropertysolutions.ca) or drop resumes off at 805 Osprey Ave, Campbell River, Attn: Kylie Scammell



We Wai Kai Forestry LP  
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## **JOB POSTING**

### **OPERATIONS MANAGER**

#### **We Wai Kai Forestry LP**

We Wai Kai Forestry is seeking a highly qualified and experienced Operations Manager to join our team in Campbell River, BC.

The Operations Manager will be responsible for overseeing various aspects of our forestry operations, including managing the log brokering contractor, the engineering and tenure consulting contractor, and the logging and construction contractors. This position requires a hands-on individual with strong leadership skills, a deep understanding of forestry operations, and the ability to effectively manage multiple contractors and projects.

### **Key Responsibilities and duties**

- Oversee and coordinate the activities of the log brokering contractor, engineering and tenure consulting contractor, and logging contractors to ensure compliance with company policies and industry regulations.
- Develop and maintain relationships with contractors, stakeholders, and regulatory agencies to support the successful execution of forestry operations.
- Monitor and analyze forestry operations to identify areas for improvement and implement strategies to enhance efficiency and productivity.
- Manage budgets, timelines, and resources effectively to ensure projects are completed on time and within budget. Work with operations accountants on contracts and rate negotiations, and review invoicing to ensure it meets the terms as such.
- Conduct regular site visits and inspections to assess contractor performance, safety practices, and environmental compliance.
- Collaborate with internal teams, including environmental specialists, procurement, and finance, to support overall company objectives.
- Keep abreast of industry trends, regulations, and best practices to drive innovation and continuous improvement in forestry operations.

### **Qualifications and skills**

- Bachelor's degree in forestry, Natural Resources Management, or related field (advanced degree preferred).
- Minimum of 5 years of experience in forestry operations, including experience in managing contractors and projects.
- Strong knowledge of forestry practices, regulations, and environmental stewardship.
- Excellent communication, leadership, and interpersonal skills.
- Ability to work independently, make decisions in a fast-paced environment, and prioritize tasks effectively.
- Proficiency in Microsoft Office and forestry management software.
- Valid driver's license and ability to travel to project sites as needed.
- Criminal records check



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Please note that this position is not a remote work opportunity and requires the Operations Manager to be based in Campbell River, BC, to effectively oversee on-site operations and contractors. This role demands a dedicated and focused individual who can successfully manage multiple responsibilities in a dynamic work environment.

### **What We Wai Kai Forestry offers:**

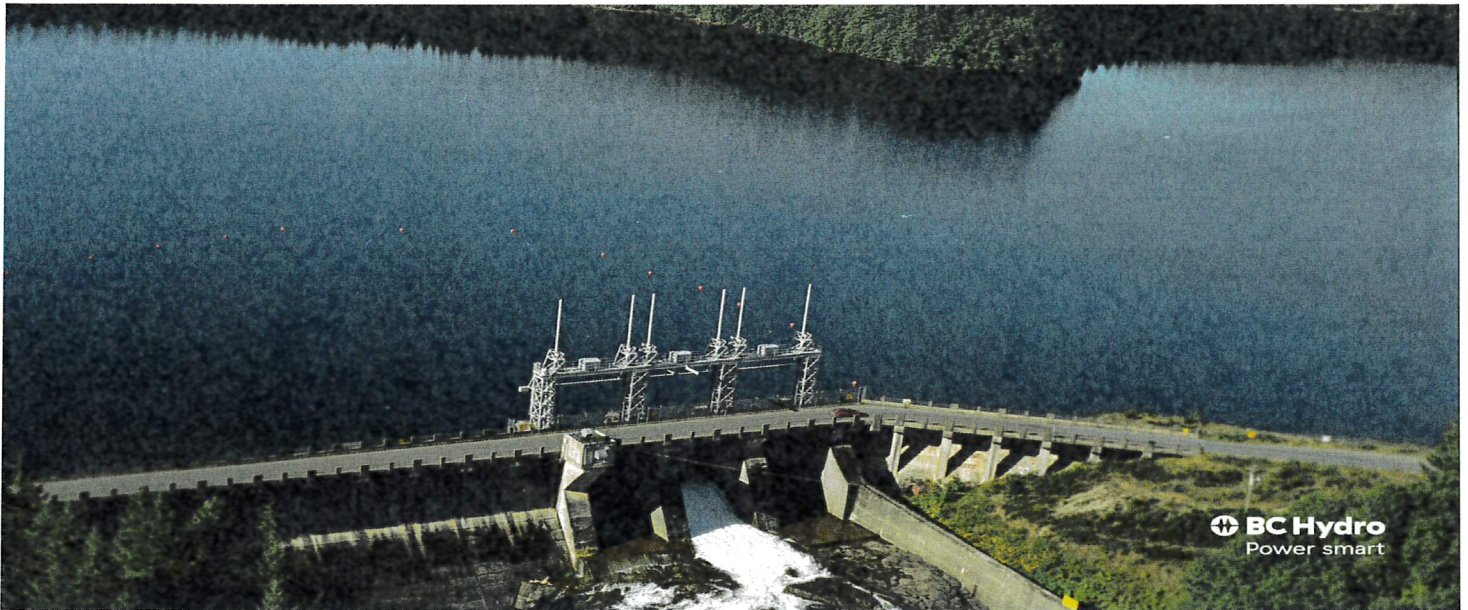
#### **Benefits:**

- A healthy extended benefit package
- A matched pension plan
- A variety of leaves
- Learning and Development Opportunities

**Salary:** \$160,000 - \$175,000 per year based on education and experience

Email resume to: [careers@wewaikai.com](mailto:careers@wewaikai.com)

Closing date: until filled



## Are you interested in working on the John Hart Dam Seismic Upgrade Project?

### Currently accepting applications

This project will ensure the continued supply of safe, reliable power for surrounding communities. Aecon-EBC General Partnership (AEGP) is working on the first phase of a two-phase civil construction contract to deliver the John Hart Dam Seismic Upgrade project in Campbell River, British Columbia. The scope of work involves upgrading earth stabilizing infrastructure to improve the seismic resiliency of the existing John Hart Dam.

Labour training that would be an asset:	Potential Tasks could include:
<ul style="list-style-type: none"> <li>• Fall Protection Certification</li> </ul>	<ul style="list-style-type: none"> <li>• Janitorial</li> </ul>
<ul style="list-style-type: none"> <li>• Clean shaven (Fit Test Ready)</li> </ul>	<ul style="list-style-type: none"> <li>• Rock drilling and Rock scaling</li> </ul>
<ul style="list-style-type: none"> <li>• WHIMIS</li> <li>• Confined Space</li> <li>• First Aid Level 3</li> </ul>	<ul style="list-style-type: none"> <li>• Concrete demolition with jackhammers, rock splitter, air drills/chisels,</li> <li>• Concrete placing/finishing</li> </ul>
<ul style="list-style-type: none"> <li>• Local</li> </ul>	<ul style="list-style-type: none"> <li>• Carpenters' helper</li> </ul>
<ul style="list-style-type: none"> <li>• Rigging</li> </ul>	<ul style="list-style-type: none"> <li>• Formwork stripping</li> </ul>
<ul style="list-style-type: none"> <li>• Physically Demanding - demanding climbing ladders, scaffolds, slopes, trenches</li> </ul>	<ul style="list-style-type: none"> <li>• Manual labour, working with shovels, picks, brooms</li> </ul>

These qualifications may change depending on the contractor putting in the request but should be standard minimum qualifications.

**HOW TO APPLY:**

- Email Columbia Hydro Constructors at [chcgeneral@bchydro.com](mailto:chcgeneral@bchydro.com)
- Send Resume, Cover letter & proof of additional certifications

**FOR INFORMATION or SUPPORT WITH APPLICATION:**

**Connie Strayer-SW** Regional Specialist

Indigenous Employment & Training

[connie.strayer@bchydro.com](mailto:connie.strayer@bchydro.com)



See full postings, qualifications & application steps at:

[chcgeneral@bchydro.com](mailto:chcgeneral@bchydro.com)

## About the Tsakwa'lutan Healing Centre

We, the We Wai Kai Nation, embrace our language and culture to build a proud, healthy, safe, and self-sufficient community. We support and encourage each other to thrive by following the footsteps of our ancestral history as stewards of our lands and waters, while balancing our role in modern-day society.

The Tsakwa'lutan Healing Centre, located on Quadra Island, represents a vision for addiction recovery with the goal of restoring lives, families, and empowering communities. Our approach is to destigmatize addiction as an individual issue and to engage, educate, and empower individuals, families, and communities in the recovery process. We achieve this by integrating the best of Western medicine with our traditional healing practices and values.

## About the Opportunity

We have an exciting opportunity for a full-time **Registered Nurse** based on **Quadra Island, BC**.

We are seeking a compassionate and skilled Registered Nurse with addiction treatment experience and Opiate Agonist Therapy (OAT) certification to join our team full-time. This role is integral to providing comprehensive care to our clients, supporting them through their recovery journeys with dignity and respect.

More specifically, your responsibilities include, but are not limited to:

### Client Care and Support

- Provide direct nursing care to clients, following the standards of the BC College of Nurses and Midwives (BCCNM).
- Develop and implement individualized care plans, integrating traditional Indigenous healing with evidence-based Western medical practices.
- Administer medications, including OAT, ensuring safe handling, storage, and documentation in compliance with BCCNM standards.
- Facilitate client education in addiction management, health promotion, and self-care, utilizing a holistic approach aligned with client needs.
- Monitor and assess client health, addressing acute and chronic conditions, and ensure timely follow-up care.

### Collaboration and Communication

- Work as part of a collaborative team of clinical and support staff, contributing to a respectful and cohesive care environment.
- Maintain accurate, confidential client records, and communicate relevant client updates and concerns to the clinical team.
- Participate actively in case reviews, care planning, and team meetings.

### Communication Health and Education

- Promote health education within the community, supporting addiction prevention, harm reduction, and wellness programs.
- Advocate for clients' self-determination in their health care journey, fostering a supportive environment for clients to express their needs.

### Safety and Compliance

- Respond to medical emergencies and incidents, following established protocols.
- Uphold legal and ethical standards relating to consent, confidentiality, and professional conduct as outlined by BCCNM and relevant policies.



## Cultural Competency

- Respect and demonstrate Indigenous ways of knowing, being, and doing in all interactions.
- Embrace cultural respect, relevance, reciprocity, and responsibility, continuously learning to model these values.
- Exhibit and practice cultural humility and reverence in all aspects of care.
- Perform additional tasks and responsibilities as required to support the team and organizational objectives.

## About You

To qualify, you will need a degree, diploma, or an equivalent combination of education and experience in the addictions and mental health field.

Additionally, the following skills and background will be highly valued:

- Be a Registered Nurse in good standing with the BCCNM
- Have experience in addiction treatment, with certified practice in OAT
- Demonstrate a deep understanding and respect for Indigenous cultures, traditional practices, and the impact of intergenerational trauma
- Possess strong communication skills and the ability to document clinical information accurately and timely.
- Ability to work effectively as part of a team and manage sensitive information with discretion.
- Be resilient, capable of managing stress, and work well under pressure.
- First Aid, CPR, and naloxone certification, or willingness to obtain

As a prospective Registered Nurse, you are compassionate, attentive, and dedicated to providing holistic care that supports individuals on their journey to recovery. You hold strong ethical practices and principles, demonstrating respect for diverse beliefs and values, particularly those rooted in Indigenous cultures. You are adaptable and resilient, thriving in a dynamic healthcare environment that balances traditional healing methods with evidence-based care. Your commitment to high standards ensures that clients feel safe, respected, and valued in every interaction. By working collaboratively with our multidisciplinary team, you help create a cohesive and supportive atmosphere that empowers clients to achieve wellness.

## About the Benefits

A competitive salary range of **\$90,000 – \$120,000** per annum and a host of excellent benefits including:

- Extended health, dental, and vision coverage
- Pension with up to 9% employer match
- Pick-up and drop-off available from Campbell River ferry
- Beautiful facility along the ocean

## How to Apply

Interested candidates are invited to submit their application package to [info@healingcentre.ca](mailto:info@healingcentre.ca).

Application packages should consist of a letter of interest outlining how your previous experience and education align with this position and a most recent CV together in one PDF document. If you would like to learn more, inquiries before application submission are also welcome.

We encourage applicants to submit applications as soon as possible as applicants will be reviewed on an ongoing basis. We thank all applicants for their interest; only those selected for an interview will be contacted.

Please note – the successful candidate must provide three references and a clear criminal record check, including a vulnerable sectors check. Preference will be given to persons of Indigenous ancestry.



## About the Tsakwa'lutaḥ Healing Centre

We, the We Wai Kai Nation, embrace our language and culture to build a proud, healthy, safe, and self-sufficient community. We support and encourage each other to thrive by following the footsteps of our ancestral history as stewards of our lands and waters, while balancing our role in modern-day society.

The Tsakwa'lutaḥ Healing Centre, located on Quadra Island, represents a vision for addiction recovery with the goal of restoring lives, families, and empowering communities. Our approach is to destigmatize addiction as an individual issue and to engage, educate, and empower individuals, families, and communities in the recovery process. We achieve this by integrating the best of Western medicine with our traditional healing practices and values.

## About the Opportunity

We have an exciting opportunity for **Cultural Support Workers** based on **Quadra Island, BC**.

Cultural Support Workers play a crucial role in providing care and support to clients as they navigate their recovery journey. We are seeking dedicated and passionate individuals to join our team. We are currently hiring for a variety of shifts, including days and evenings, seven days a week. All Cultural Support Workers will report directly to the Clinical Manager. Evening staff will have access to a designated Supervisor in case of emergency.

More specifically, your responsibilities include, but are not limited to:

### Client Support

- Conduct client orientation to the facility, ensuring a seamless transition and strong initial relationship.
- Complete client intake/discharge forms and procedures.
- Assist clients with goals and activities, providing a safe and supportive environment.
- Monitor clients' well-being, reporting any questions or concerns to the clinical team.
- Provide emotional and practical support to clients throughout their stay.

### Safety and Security

- Ensure the safety and security of the facility by conducting regular checks and monitoring client activity.
- Respond to emergencies and incidents according to established protocols.
- Administer first aid and support in medical emergencies as needed.
- Communicate and coordinate with the clinical team regarding bedding arrangements, including room changes, early departures, or extended treatments.

### Communication and Documentation

- Maintain professional, accurate, and timely records of client interactions, progress, and any incidents.
- Electronically submit daily client data in FYI database software.
- Communicate effectively and respectfully with the clinical team, providing updates on client status and concerns.
- Assist with travel arrangements for clients as needed (e.g., off-site medical appointments, other professional services).

### Facility Maintenance

- Assist with maintaining cleanliness and orderliness of the facility.
- Support the implementation of health and safety standards within the centre.
- Report any maintenance issues or safety hazards to the appropriate personnel.

### Cultural Competency

- Respect and demonstrate Indigenous ways of knowing, being, and doing in all interactions.
- Facilitate ceremonies and support clients in participating in traditional healing practices.
- Teach land-based healing practices and share learnings on Western and Indigenous truth and reconciliation actions (e.g., smudging / brushing, river bathing, forest walks, etc.).
- Lead land-based cultural activities (e.g., drum making, blanket making, cedar weaving, canoeing, etc.)
- Exhibit and practice cultural humility and reverence, learning ongoing ways to model cultural respect, relevance, reciprocity, and responsibility.



#### Team Collaboration

- Work effectively as part of a diverse team of clinical professionals.
- Participate in team meetings and contribute to care planning and review processes.
- Provide support and assistance to team members as needed.
- Other duties as assigned.

#### About You

To qualify for the Cultural Support Worker position, you should ideally have previous experience in a supportive role within addiction treatment, mental health, or related fields. A background in working with individuals experiencing substance use disorders or mental health challenges is highly valued.

Additionally, the following skills and background will be required:

- Understanding and respect for Indigenous cultures and traditions
- Exhibit calm effectiveness in crisis
- Strong interpersonal and communication skills
- Ability to work effectively both as part of a team and independently
- Demonstrated ability to handle sensitive and confidential information with discretion
- Basic knowledge of addiction and mental health issues
- First Aid, CPR, and naloxone certification, or willingness to obtain
- Unrestricted Class 4 drivers' licence, or willingness to obtain

As our ideal candidate, you are compassionate, empathetic, and dedicated to supporting individuals on their recovery journey. You are adaptable and flexible, thriving in a dynamic and evolving environment. Your commitment to providing high-quality support and care ensures that clients feel valued, respected, and understood from their first interaction with the Tsakwa'lutan Healing Centre. Your ability to work collaboratively with clinical staff and other team members contributes to a holistic and supportive recovery.

#### About the Benefits

A competitive hourly wage of **\$35.00** and a host of excellent benefits including:

- Extended health, dental, and vision coverage
- Pension with up to 9% employer match
- Pick-up and drop-off available from Campbell River ferry
- Beautiful facility along the ocean

#### How to Apply

Interested candidates are invited to submit their application package to [info@healingcentre.ca](mailto:info@healingcentre.ca).

Application packages should consist of a letter of interest outlining how your previous experience and education align with this position and a most recent CV together in one PDF document. If you would like to learn more, inquiries before application submission are also welcome.

We encourage applicants to submit applications as soon as possible as applicants will be reviewed on an ongoing basis. We thank all applicants for their interest; only those selected for an interview will be contacted.

Please note – the successful candidate must provide three references and a clear criminal record check, including a vulnerable sectors check. Preference will be given to persons of Indigenous ancestry. Should the applicant be in recovery, it is required to identify your abstinence from mood-altering substances for two years at the time of application.



## **We Wai Kai Nation**

690 Head Start Crescent  
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V9H 1P9

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### **Job Posting Quinsam Crossing Starbucks Shift Supervisor Now Brewing – Future Leaders!**

We Wai Kai Nation (WWKN) is looking for an experienced retail leader to assist in managing the day-to-day operations of the nation's licensed Starbucks that is being developed at Quinsam Crossing. The successful candidate will receive a competitive salary and benefits package after a 3-month probationary period. The ideal applicant will have management experience working within the coffee or retail/customer service industry.

Starbucks is known for developing extraordinary leaders who drive business success by doing the right thing for partners (employees), customers and communities – globally. As a Starbucks leader you are driven by a deep sense of purpose. You are aspirational - never a bystander. You take action to make a positive difference every day, and you inspire others to do the same.

The Shift Supervisor, you will assist the store manager in executing store operations during scheduled shifts. As a team lead, you will deploy partners and delegate tasks to create the Starbucks Experience for our customers by providing legendary customer service with prompt service, quality beverages and products, and maintaining a clean and comfortable store environment. You will be responsible for modeling and acting in accordance with Starbucks guiding principles and best of all, you'll be part of a company that is consistently rated as a great place to work and the people here love what they do.

### **Responsibilities and Duties**

The Shift Supervisor responsibilities and duties include, but are not limited to, the following:

- Acts with integrity, honesty and knowledge that promote the culture, values and mission of Starbucks.
- Maintains a calm demeanor during periods of high volume or unusual events to keep store operating to standard and to set a positive example for the shift team.
- Anticipates customer and store needs by constantly evaluating environment and customers for cues.
- Communicates information to manager so that the team can respond as necessary to create the Third Place environment during each shift.
- Assists with new partner training by positively reinforcing successful performance and giving respectful and encouraging coaching as needed.
- Provides feedback to store manager on partner performance during shift.
- Contributes to positive team environment by recognizing alarms or changes in partner morale and performance and communicating them to the store manager.

## Quinsam Crossing Starbucks Shift Supervisor Posting Cont.

- Creates a positive learning environment by providing clear, specific, timely and respectful coaching and feedback to partners on shift to ensure operational excellence and to improve partner performance.
- Delivers legendary customer service to all customers by acting with a customer comes first attitude and connecting with the customer.
- Discovers and responds to customer needs.
- Develops positive relationships with shift team by understanding and addressing individual motivation, need and concerns.
- Executes store operations during scheduled shifts.
- Organizes opening and closing duties as assigned.
- Follows Starbucks operational policies and procedures, including those for cash handling and safety and security, to ensure the safety of all partners during each shift.
- Follows all cash management and cash register policies and ensures proper cash management practices are followed by shift team.
- Follows up with baristas during the shift to ensure the delivery of legendary customer service for all customers.
- Maintains regular and consistent attendance and punctuality.
- Provides quality beverages, whole bean, and food products consistently for all customers by adhering to all recipe and presentation standards.
- Follows health, safety and sanitation guidelines for all products.
- Recognizes and reinforces individual and team accomplishments by using existing organizational tools and by collaborating with store manager to find new, creative, and effective methods of recognition.
- Utilizes operational tools to achieve operational excellence during the shift.

### Qualifications and Skills

- Minimum one to three (1-3) years of retail management experience or experience at a manager level in a customer service environment.
- Strong leadership skills to manage and mentor staff.
- Knowledge of retail coffee shop operation is considered an asset.
- Strong computer skills and basic software experience.
- Effective communication skills (written and verbal) and interpersonal skills including conflict resolution.
- Strong floor leadership and coaching skills to develop and motivate staff.
- Excellent organizational skills and accuracy.
- Entrepreneurial mentality with experience in a sales-focused environment

### Working Conditions

- Ability to work full time (the work regularly demands in excess of 40 hours per week) including variable hours including early mornings, evenings, weekends and/ or holidays.
- Must be able to lift up to twenty-five (25) lbs.
- Required to work in a busy, open area which may result in constant interruptions.
- Required to spend long hours concentrating which will require attention to detail and high levels of accuracy.
- Required to meet a number of deadlines which may cause stress.

### Conditions of Employment:

- Must be able to obtain and maintain a Criminal Records Check
- Must be able to obtain and maintain a valid BC Driver's License
- Legal documentation establishing your identity and eligibility to be legally employed in Canada.

Let us give you the opportunity to grow as an individual, to build lasting relationships and make an impact in a place where people, quality and value mean everything.

**Hourly Rate: \$20-25 per hour**

Quinsam Crossing Starbucks Shift Supervisor Posting Cont.

**Join us and connect with something bigger, apply today!**

**Only shortlisted candidates will be contacted for interviews. Please no telephone calls.**

E-mail resume to: [gc.starbucks@wewaikai.com](mailto:gc.starbucks@wewaikai.com)

Or mail to the above address, attention: Becky Fernandez, Interim Store Manager-

Closing date: Ongoing / Open



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V9H 1P9

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**Job Posting**  
**Quinsam Crossing Starbucks**  
**Barista**  
**Join us and inspire with every cup!**

We Wai Kai Nation (WWKN) is looking for service-oriented baristas for the nation's licensed Starbucks that is being developed at Quinsam Crossing. The successful candidate will receive a competitive hourly rate and benefits package after a 3-month probationary period. The applicant needs no prior experience working within the coffee or retail / customer service industry, although it is an asset.

At Starbucks, it's all about connection. People are at the heart of who we are, especially the people that are a part of our store team. We connect with each other, our customers and our communities to make a positive impact every day. We believe in working together to make a difference and in celebrating our shared success, which is why we call ourselves Starbucks "partners." Starbucks is a place of warmth and belonging, where everyone is welcome, and we value the unique experiences that each partner brings to our team!

As a Starbucks **barista**, you'll create the Starbucks Experience for our customers through excellent service and expertly-crafted products. You'll be in an energetic store environment where you'll have the ability to master your food & beverage craft, work alongside friends and meet new people every day. A cup of coffee and smile can go a long way, and we believe our baristas have the power to be the best moment in each customer's day. True to Our Mission & Values, working together we can inspire and nurture the human spirit – one person, one cup and one neighborhood at a time.

### **Responsibilities and Duties**

**You'd make a great barista if you:**

- Consider yourself a "people person" and enjoy meeting others.
- Love working as a team and appreciate the chance to collaborate.
- Understand how to create a great customer service experience.
- Have a focus on quality and take pride in your work.
- Are open to learning new things (especially the latest beverage recipe!)
- Are comfortable with responsibilities like cash-handling and store safety.
- Can keep cool and calm in a fast-paced, energetic work environment.
- Can maintain a clean and organized workspace.
- Have excellent communications skills.

## **Qualifications and Skills**

- Maintain regular and consistent attendance and punctuality, with or without reasonable accommodation
- Available to work flexible hours that may include early mornings, evenings, weekends, nights and/or holidays
- Meet store operating policies and standards, including providing quality beverages and food products, cash handling and store safety and security, with or without reasonable accommodation
- Engage with and understand our customers, including discovering and responding to customer needs through clear and pleasant communication
- Prepare food and beverages to standard recipes or customized for customers, including recipe changes such as temperature, quantity of ingredients or substituted ingredients
- Available to perform many different tasks within the store during each shift

## **Summary of Experience**

- Good news! No previous experience is required.

## **Knowledge, Skills and Abilities**

- Ability to learn quickly
- Ability to understand and carry out oral and written instructions and request clarification when needed
- Strong interpersonal skills
- Ability to work as part of a team
- Ability to build relationships

Let us give you the opportunity to grow as an individual, to build lasting relationships and make an impact in a place where people, quality and value mean everything.

**Hourly Rate: \$18-19 per hour**

**Join us and connect with something bigger, apply today!**

**Only shortlisted candidates will be contacted for interviews. Please no telephone calls.**

E-mail resume to: [gc.starbucks@wewaikai.com](mailto:gc.starbucks@wewaikai.com)

Or mail to the above address, attention: Becky Fernadez, Interim Store Manager-

Closing date: Ongoing / Open



## **JOB POSTING**

Laichwiltach Family Life Society has an opening for an Aboriginal Infant Development Consultant in the Campbell River area. Position is January 2025- December 31<sup>st</sup> 2025.

### **Education:**

Degree/Certificate in: Infant Development or ECE or related field (CYC)

### **Skills, Abilities & Experience**

- Minimum of 2 years' experience working in ECE or Infant Development Programs
- ASQ training an asset
- Communication skills, both written and oral
- Maintains professional standards of practice
- Ability to work in team environment and with families
- Cultural Sensitivity to children's and family needs
- Knowledge of group processes and facilitation techniques
- First aid certification
- Valid driver's license and own vehicle

**Salary:** \$30.00 (based on experience)

**Hours per week:** 35 hrs.

**Deadline to submit resume:** Dec 20<sup>th</sup> 2024

**Start Date:** TBD January 2025

**Interested persons:** Please submit resume and cover letter along with 2 letters of references

Drop off, mail 441-4<sup>th</sup> Avenue, Campbell River, BC or Email: [executivedirector@lfls.ca](mailto:executivedirector@lfls.ca)

**Attention: Audrey Wilson**

**Only those short listed will be contacted for interview**



## Job Posting: Child and Youth Support Worker

Laichwiltach Family Life Society is looking for Child and Youth Support Worker to provide support and guidance.

### EDUCATION AND QUALIFICATIONS:

- A diploma in human/ social services or a related discipline or an acceptable combination of education and experience, Child and Youth Support Work
- Experience working with children and youth an equivalent combination of education, training, and experience.
- Knowledgeable of and encourages each person served to develop and expand his/her methods of communication. Be a Team Player. Knowledge of community resources
- Demonstrated ability to facilitate relationships and connections wherein persons served expand their personal support networks and find new and meaningful relationships.
- Food Safe Certification, Valid First Aid and CPR certification
- Criminal Record Check for Children and Vulnerable Adults (Provincial) - Clearance
- Class 5 , Clear and Current Driver's Abstract.

Hours of work: 28 hours per week (Monday to Thursday)

Salary: \$25-\$27

Deadline: December 20<sup>th</sup> 2024

Start date": January 2025

Please send your resume and two letters of references to: Audrey Wilson, Laichwiltach Family Life Society 441-4<sup>th</sup> Avenue, Campbell River, BC Email to: [executivedirector@fls.ca](mailto:executivedirector@fls.ca) Only those that are short listed will be contacted for interview.



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- Criminal Record Check for Children and Vulnerable Adults (Provincial) - Clearance
- Class 5 , Clear and Current Driver's Abstract.

Hours of work: 28 hours per week (Monday to Thursday)

Salary: \$25-\$27

Deadline: December 20<sup>th</sup> 2024

Start date": January 2025

Please send your resume and two letters of references to: Audrey Wilson, Laichwiltach Family Life Society 441-4<sup>th</sup> Avenue, Campbell River, BC Email to: [executivedirector@lfls.ca](mailto:executivedirector@lfls.ca) Only those that are short listed will be contacted for interview.



## Job Posting - AOT

Laichwiltach Family Life Society (LFLS) has an opening for a pediatric *Occupational Therapy Program* within our Indigenous Early Intervention (0-6 Years) Program in the Campbell River area. This team provides culturally sensitive, meaningful services to young children and their families prior to kindergarten entry. The 0-6 Program is based out of a publicly funded, non-profit community service hub that celebrates and envisions a thriving, proud, respectful, and inclusive community.

### Education:

- Master's degree in Occupational Therapy

### Requirements:

- Experience working with young children and their families is an asset  
\*New graduates are welcome to apply\*
- Cultural sensitivity to children's and family's needs
- Desire to work within a multi-disciplinary, collaborative, family-centered early intervention team.
- Criminal record check
- First aid certification (in-house training is available)
- Valid driver's license and reliable vehicle

### Benefits:

- Manageable caseload size
- Unique, culturally rich experiences through Indigenous trainings and gatherings hosted by LFLS.
- Travel covered locally and when going to other communities in our region
- Paid time off, including professional development.
- Generous materials and educational budgets
- Extended health benefits, including health, dental, and critical illness.
- Eligibility for the BC Loan Forgiveness Program (<https://studentaidbc.ca>)
- Membership fees cover up to \$750 per year.

**Salary:** \$42-\$45

**Hours per week:** 4 days per week (28 hours)

**Deadline to submit resumé:** December 20<sup>th</sup> 2024

**Start Date:** January 2025

**Interested applicants:** Please submit resumé, cover letter, and two references.

Drop off, mail (441-4<sup>th</sup> Avenue, Campbell River, BC V9W 3W7), or email: [executivedirector@lfls.ca](mailto:executivedirector@lfls.ca)

**Attention: Audrey Wilson**

**Only those shortlisted will be contacted for interview.**



## JOB POSTING

Position Summary: The Bookkeeper is responsible for full cycle bookkeeping as well as day-to-day accounting .

The ideal candidate for this position is a skilled multi-tasker, is reliable and is committed to consistently meeting deadlines.

- \* Ensure payables are entered and payments are made in a timely manner
- Deposit cheques received, monitor receivables, write receipts for cheques and direct deposits
- Prepare monthly reporting package with financial statements, Journal entries
- Prepare payroll and maintain employee files , Administer benefits (Canada Life)
- Preparation of GST, PST and other excise taxes
- Co-operate with auditors to ensure they have the correct and complete documentation
- Prepare and balance the daily cash deposits at the bank, possibly multiple deposits in a day
- Other duties as required

### **Education, Qualifications, and Experience**

The incumbent must have previous experience working with payroll, benefits administration, accounts payable/receivable, and general ledger transactions. Extensive experience with data entry, record keeping and computer operations, including the Adagio Accounting system, pay dirt.

- Enter source documents for Accounts Payable and Accounts Receivable

Skills and Abilities: The Bookkeeper must demonstrate:

- Ability to work effectively to tight deadlines
- A high level of personal motivation and an ability to work independently
- Flexibility in work habits
- Discrete handling of confidential and private information

**Personal Attributes:** The Bookkeeper must demonstrate the following personal attributes.

- Strong interpersonal skills; calm, pleasant and helpful
- Strict adherence to confidentiality, privacy, and code of ethics practices and policies

- Respect and professionalism,
- \* Punctuality, Trustworthy, Organizational skills
- Cultural awareness and sensitivity
- Criminal records check required

Job Type: 21 hrs per week (with possibility going to full time)

Salary: \$25-\$28 PER HR

Deadline: Dec 20<sup>th</sup> 2024

Start date: January 2025

Please submit your cover letter and resume to [executivedirector@lfls.ca](mailto:executivedirector@lfls.ca), attention Audrey Wilson

Only those shortlisted candidates will be contacted for interview