



# VUNTUT GWITCHIN GOVERNMENT

Government of Vuntut Gwitchin First Nation

---

## HUMAN RESOURCES DEPARTMENT

---

P.O. Box 94,  
Old Crow, Yukon  
Y0B 1N0

Phone: (867)966-3261  
Fax: (867)966-3800  
Email: hrd@vgfn.net

## EMPLOYMENT OPPORTUNITY

### 2011 “Traditions, History & Geography” CULTURE CAMP Camp Coordinator

#### The Job:

Reporting to the Education Director, the Coordinator will be responsible for coordination of this year's Culture Camp, March 23<sup>rd</sup> to April 11<sup>th</sup>, 2011. Duties include: supervising the Cook, Camp workers, resources people & volunteers. Start date: March 7th

#### Duties:

- Oversee the daily operations of the Camp
- Supervise the Camp cook & workers
- Create camp schedule & organize community speakers into schedule
- Ensure teachers/resource persons are presented with their pre-camp information.
- Organize materials/items needed for camp
- Take inventory.

#### Qualifications:

- Must be reliable.
- Ability to interact and maintain good working relationships with individuals.
- Must complete a criminal records check
- First Aid
- Strong communication skills
- Sense of humor and positive attitude in all situations
- Ability to supervise camp staff, volunteers & youth

Closing Date: **February 24th, 2011 @ 4:00 p.m.**

Please submit resumes that include job experience related to position to:

Brenda Kaye  
**Human Resources Assistant**  
Vuntut Gwitchin Government  
Box 94, Old Crow, YT Y0B 1N0  
Phone: (867)966-3261, ext. 253  
Fax: (867)966-3800  
Email: bkaye@vgfn.net

Posted Date: February 14<sup>th</sup>, 2011