



huu ay aht

ANCIENT SPIRIT, MODERN MIND

EXPRESSION OF INTEREST **Communications Assistant** **Youth Position - Full-time (12-week term)**

Huu-ay-aht First Nations is looking for a Youth to provide support to the Communications Department for 12 weeks (Monday-Friday, 8:30 am – 4 pm). During the 12 weeks, the youth will help with social media, events, newsletters, and assisting the department as needed.

Experience with basic social media skills, written and verbal communication, and a creative vision is an important asset to be able to do the job, but not necessary, as we are willing to train where needed.

We're looking for someone who is excited to learn, grow, and exceed expectations in the communications field. If this sounds like you, we'd be thrilled to have you join our team.

Operational Requirements

- Driver's License (Class 7 or 5) an asset, but not necessary
- Willingness to work overtime with travel, including overnight and/or weekends.
- Willingness to uphold and learn the HFN Organizational Values: Professionalism, Respect, Health, Effective Communication, Trust, and Support.
- Successful reference checks.

How to apply

We thank all applicants for their interest in this position; however, only those candidates selected for an interview will be contacted. Please email your cover letter & resume to HR@huuayaht.org by fax 250-728-1222 or mail Att: Human Resources Manager, 4644 Adelaide Street, Port Alberni, BC, V9Y 6N4. Please quote Youth Communications Assistant Job Posting.

Office: Anacla Government Office, 170 Nookemus Road, Anacla, B.C., V0R 1B0

Phone: 1.888.644.4555 | 250.728.3414 | Fax: 250.728.1222

Mail: Port Alberni Government Office, 4644 Adelaide Street, Port Alberni, B.C., V9Y 6N4 | Phone: 250.723.0100 | Fax: 250.723.4646