



huu ay aht

ANCIENT SPIRIT, MODERN MIND

Employment Opportunity

WitWak Security

Position: Witwak Security Worker

Location: Anacla Community

Hourly Rate: \$25.00

Schedule: Monday to Sunday, 4:00 p.m. to 12:00 a.m.

Scope: Permanent 1 Full Time and 1 Part Time

Reports to: Manager of Security and Emergency Services

Position Summary

The Witwak Security Worker supports the safety, security, and well-being of the Anacla community, Huu-ay-aht citizens, staff, visitors, government facilities, Nation-owned properties, and events within the Huu-ay-aht ɥaɥuuli (traditional territory). This position provides a respectful and professional security presence through patrols, observation, incident reporting, public interaction, and support for Huu-ay-aht Government-led activities and events.

The role requires strong communication, sound judgment, reliability, and the ability to remain calm and respectful in a variety of situations. The Witwak Security Worker is expected to carry out duties in a culturally grounded manner that reflects Huu-ay-aht values, including ʔiisaak, hišukma cawaak, and ʔuuʔaʔuk, while maintaining confidentiality, professionalism, and care for community safety.

Key Accountabilities

- Serve as a respectful and professional ambassador for Huu-ay-aht First Nations within the Huu-ay-aht ɥaɥuuli.
- Collaborate with Witwak members and contracted partners to deliver effective security and community watch services across Upper and Lower Anacla, as well as Nation-owned properties and territories.
- Carry out all duties in alignment with the guiding principles of ʔiisaak (greater respect), hišukma cawaak (everything is one), and ʔuuʔaʔuk (taking care of).
- Provide security services for all Government-led events, ɥawiiɥ events, and other events as directed by management
- Provide exceptional customer service to clients and the public
- Ensure government property and personnel are safe, secure, providing security inspections for assigned facilities
- Conduct foot patrols, including standing and walking - must be physically fit
- Interact with a wide range of people in varied environments
- Compassionately and respectfully enforce Huu-ay-aht laws where applicable
- Observe, record, and report activities and security incidents while on shift

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



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- Flexible availability for morning, afternoon, evening and overnight shifts (*Must be available weekends*)

Job duties

- Contributes to a performance-focused, culturally grounded work environment that reflects Huu-ay-aht values, culture, and strategic priorities.
- Maintain strict confidentiality, impartiality, and professionalism in all interactions and situations.
- Deliver official communications on behalf of government departments clearly and respectfully to community members.
- Demonstrate sound judgment, remaining calm, composed, and respectful during conflict or high-stress situations.
- Participate in and successfully complete required training and professional development opportunities.

Operational Requirements

- Maintain a valid BC Driver's License or demonstrate willingness to obtain one.
- Provide an acceptable driving record upon request.
- Accurately document observations, including detailed note-taking and incident report completion.
- Operate communication tools effectively, including handheld radios.
- Perform duties outdoors in all weather conditions, including regular patrols on foot with required gear; wear Huu-ay-aht First Nation-issued uniform at all times while on duty.
- Demonstrate flexibility to work overtime, including evenings, weekends, and holidays, as operational needs require.
- Exhibit reliability, accountability, and strong work ethic, including punctuality and responsible time management.

Education and Experience Requirements

- Willingness to obtain a Basic Security Training (BST) Certificate and participate in relevant life skills training.
- First Aid Level 1 with CPR certification, or willingness to acquire.
- Strong interpersonal and communication skills, with the ability to work collaboratively in a team environment and build positive relationships with community members, partners, and stakeholders.
- Demonstrated commitment to Huu-ay-aht organizational values: Professionalism, Respect, Health, Effective Communication, Trust, and Support.
- Experience in customer service and public-facing roles is an asset.
- High level of situational awareness, attention to detail, and sound observational skills.
- Genuine commitment to the protection and stewardship of Huu-ay-aht lands, resources, and citizens.
- Proficiency with basic computer applications, including Microsoft Word, Excel, and

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Outlook.

Core Competencies

- Cultural awareness and respect for Indigenous values and governance
- Conflict resolution and de-escalation skills
- Accountability and integrity
- Teamwork and collaboration
- Observation and reporting accuracy
- Adaptability and resilience in dynamic environments

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 at: Human Resources Specialist, please quote Witwak Security Worker. This posting is open until position is filled.



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Vision - *The Huu-ay-aht envision a strong, self-governing, and self-reliant Nation. lisaak will guide us as we work together to foster a safe, healthy, and sustainable community; where our culture, language, spirituality, and economy flourish for all.*

Mission - *As a leader among First Nations, the Huu-ay-aht First Nations will create certainty for its community, generate wealth for financial independence, provide economic opportunities, deliver social, cultural and recreational programs for all Huu-ay-aht.*

Huu-ay-aht First Nations Values

PROFESSIONALISM

- Ethics – be prepared, on time and ready to work
- Ethics – be responsible for the success of your work and others
- Lead by example
- Respect - for confidentiality, yourself, and co-workers
- Work / Life Balance
- Work Smarter - Share your expertise and your successes
- Take pride in your work

RESPECT

- Golden Rule – Treat others how you want to be treated
- Listen actively and attentively to what people are saying and clarify
- Accept people for who they are and do not judge
- Basic Etiquette – remember the common courtesies, kindness & compassion
- lisaak
- Observe protocol and ceremony

HEALTH

- A healthy body, mind and soul through proper diet, sleep, and exercise
- Avoid burning out with a proper work / life balance

- Be positive - always remember to smile and laugh
- Care about each other, ask questions and follow up
- Be appreciative of one another and the work we do

EFFECTIVE COMMUNICATION

- Think twice, speak once
- Make sure your body language is sending the correct message
- Provide responses in a timely manner; acknowledge request and provide timeline
- Listen attentively and clarify

Trust

- Walk the talk - be honest, no gossiping
- Believe the good in everyone not the bad
- Voice your concerns, do not harbor them – clear the air
- Spend more time focusing on what you are supposed to be doing, and less time on what others are or are not doing
- Be happy and enjoy your work life

SUPPORT

- Be available to help and ask for help when needed
- Advocate and help one another
- Provide constructive criticism, not just criticism

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- Do not gossip; stop gossip when it occurs
- Clarify and seek feedback from each other

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