

# VUNTUT GWITCHIN GOVERNMENT

Government of Vuntut Gwitchin First Nation



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## HUMAN RESOURCES DEPARTMENT

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Web: [www.vgfn.ca](http://www.vgfn.ca)

## EMPLOYMENT OPPORTUNITY

### Christmas Events Coordinator

#### **The Job:**

The Christmas Events Coordinator will be responsible for the coordination and administration of the 2021 Annual Vuntut Gwitchin First Nation Christmas Celebrations to be held in Old Crow from December 18 – January 03, 2022.

#### **The Candidate:**

The ideal candidate will have proven experience in general administration, organizing activities, written and oral communication, supervising, multi-tasking, basic bookkeeping and word processing, and be willing to work as part of a team. Knowledge of Vuntut Gwitchin protocols and practices is also required. Access to a home computer is desirable. Candidates will be required to submit a sample program of possible events.

**Wage:** \$4,500 with payroll deductions.

**Closing Date:** December 13, 2021 @ 4:00 p.m.

Please submit cover letter and resume to:

Human Resources Department  
Box 94, Old Crow, YT Y0B 1N0  
Email: [jobs@vgfn.net](mailto:jobs@vgfn.net)

COVID PROTOCOLS WILL APPLY

Posted: December 06, 2021