

LAT 53° 33' 40" N LON 113° 33' 50" W

- Event coordination and planning;
- Advisory contexts, such as for space or program planning;
- Community-building opportunities;
- External outreach and departmental relationship-building;
- Managing the use of the Traditional Room by community;
- TELUS World of Science – Edmonton staff relationship-building; and
- Workshop hosting or facilitation of programming by community members.

Outside of direct involvement with community, the Indigenous Initiatives Community Liaison will also be responsible for:

- Creating, maintaining, and iterating on reporting structures related to their work;
- Forming and identifying possible relationships that promote the strategic development of the Indigenous Initiatives team in order to further serve the community;
- Providing insight and input into the Indigenous Initiatives team's work, broadly speaking;
- Strengthening relationships within TELUS World of Science – Edmonton's team members as they relate to the Indigenous Initiatives team;
- Overseeing protocol, hospitality, and honoraria;
- Helping identify resources, such as connections to specific knowledge holders or funding bodies; and
- Performing related work as required.

QUALIFICATIONS:

Knowledge and Abilities:

- Knowledge and lived experience of Indigenous culture, ceremonies, and protocols.
- A good general understanding of the sciences and Indigenous ways of knowing.
- Ability to lead, organize, and supervise group activities in accordance with designated in-person or virtual objectives.
- Ability to work independently and in a collaborative team environment, with an outgoing personality and the desire to share, collaborate, create, and experiment with others.
- Excellent interpersonal and communication skills, with the ability to adapt quickly and with willingness to learn new skills.
- Willingness to travel for medicine picking and off-site cultural teachings.

Education/Experience:

- High School Diploma supplemented by post-secondary education in Native Studies, Education, Science Communication, or a similar field is considered an asset. Combination of education and lived experience will be considered as well.
- 1-2 years' experience in a community-building role.



✉ WWW.TWOSE.CA

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📞 780-452-9100

Note: A clean Police Information Check, including the vulnerable sector, is a condition of employment for successful candidates. The check must be completed prior to the commencement of work and is the financial responsibility of the candidate.

Wages: \$55,691.30-\$69,716.02 annually, as per the 2017-2022 Collective Agreement (FT160)

Hours of Work: Up to 37.5 hours per week. Flexible schedule required – must be available weekdays, weekends, evenings, and holidays as required.

Opening Date: January 25, 2024

Closing Date: February 1, 2024

How to Apply: hr@twose.ca

Please include cover letter and resume in one document. We thank all applicants and advise that only those selected for an interview will be contacted.

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