

# **MUSQUEAM NEWSLETTER**

**Friday April 7, 2017**

**Tel: 604-263-3261, Toll Free: 1-866-282-3261,**

**Fax: 604-263-4212...Safety Patrol: 604-968-8058**

## **MUSQUEAM 101 –**

**THURSDAY, April 13, 2017 - \*\*\*NOTE DATE CHANGE\*\*\***

### **FINAL MUSQUEAM 101 until September**

**stem? (what?) Musqueam 101, April 13, 2017**

### ***Musqueam 101 End of Year Celebration!!***

Please join us for our annual Musqueam 101 end of year celebration! After dinner we will hear short presentations from the students taking 101 for credit this year. This will be followed by our annual game of Musqueam Bingo!

Presenters: Amy Perreault, Andrea Dsouza, Avital Kline and Marie Weeks (FNIS Practicum student)

### **ni? ʔəncə? (where?)**

Musqueam Administration Offices

### **təmtəm? (when?)**

THURSDAY APRIL 13, 2017. Dinner will be served at 6:00 p.m.  
The presentation will start at 7:00 p.m.

**PLEASE JOIN US!**



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### **Musqueam Smoke Shop Hours :**

**Monday—Friday**

**10:00 AM– 5:45 PM**

**Closed for lunch from  
12:00—1:00 PM**

**Must be 19 years of age  
and have valid Status  
card.**



\* Please be informed that you can view the MIB Newsletter and any Upcoming Meetings' and/or Workshops, etc.  
On the Musqueam website ~ [www.musqueam.bc.ca](http://www.musqueam.bc.ca) ~ under the "Newsletter Section".... Thank you :)

## IMPORTANT: April 12, 2017 Dividend



### AMOUNT OF DIVIDEND:

Portion of Revenue from Block F, Edgewater Casino (PavCo) and YVR- Jet Fuel

\$ 300

**ISSUE DATE:** WEDNESDAY, APRIL 12, 2017

**TIME:** 9:00AM – 7:00PM

**LOCATION:** Musqueam Administration Office – Board Room 1

**DOCUMENTS:** *Dividend Forms have been updated. Please refer to the sample pages for examples of completed forms.*

#### **FORM A: AUTHORIZATION**

Form A should be completed by any Musqueam member (aged 19 or over) who would like to make alternative arrangements for payment delivery.

#### **FORM B: GUARDIAN AKNOWLEDGMENT- CHILDREN'S PROPERTY**

Both sides of Form B are required to be completed by the guardians for all minors (under 19 years of age)

### IMPORTANT INFORMATION:

- Band members who are in arrears with any payments payable to the band should contact the appropriate manager(s) to avoid the withholding of any dividend payments per Musqueam distribution policy.
- Band members who are under the age of 19 are considered minors for dividend purposes. Guardians **must** complete FORM B for minor children. To avoid delays when picking up minor cheques, please submit Form B before April 7, 2017.
- Deadline to have newborn registered for eligibility to receive the April 12, 2017 dividend is April 7, 2017.
- Members who would like to have dividend via DIRECT DEPOSIT **must** have forms submitted by April 7, 2017. No direct deposit requests will be accepted after this date.
- While we will attempt to contact every band member on and off reserve, please inform any family or friends who are off reserve about the upcoming dividend.

For any questions regarding the upcoming dividend please contact:

**Krista Point**, Distribution Clerk

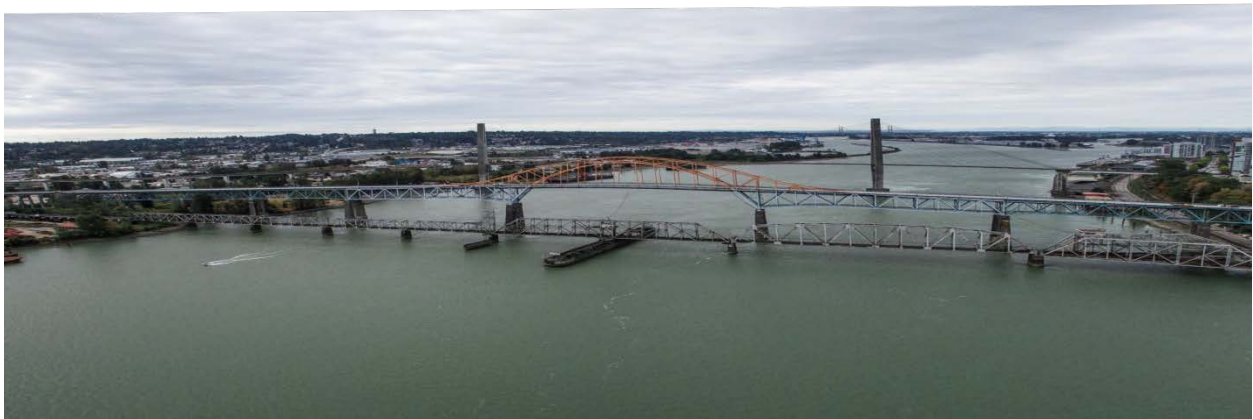
Phone number: (604) 263 3261 Ext: 3338

Toll Free number: 1 (866) 282 3261

Fax number: (604) 269 3369

Email: [mibdistribution@musqueam.bc.ca](mailto:mibdistribution@musqueam.bc.ca)

**Musqueam Community Notice  
Musqueam Fisheries Department**



**Patullo Bridge Replacement Meeting  
Chief & Council Boardroom**

**Wednesday April 19 2017**

**Meeting starts at 6 pm  
~ *Dinner will be served* at 5:30 ~**

**Agenda  
Potential pier placements in river.**

**Musqueam Fisheries- Lawrence Guerin: 779 997 5510**



## **Community Update Continued**

**Date:** Wednesday April 26, 2017

**Where:** Musqueam Community Centre  
Classrooms 1 & 2

**Time:** Dinner Served at 5:00 pm

**Meeting start:** 5:15 pm

# Announcing Men Honouring Women Cedar Hat Gala!!



*Where: 51<sup>st</sup> Hall*

*When: Thursday, April 13<sup>th</sup>*

*Time: 6 to 9pm*

Celebration Dinner,  
You're Invited!

*Please join us to honour the  
work the men have done and see  
them gift their hat.*

For more information please contact: Meghan Hajash at [mhajash@musqueam.bc.ca](mailto:mhajash@musqueam.bc.ca)

or 604.263. 3269



## **MUSQUEAM INDIAN BAND**

6735 Salish Drive  
Vancouver, B.C. V6N 4C4  
Telephone: 604 263-3261  
Fax: 604 263-4212

### **JOB POSTING**

#### **Band Manager/Chief Administrative Officer Regular Full Time**

Reporting to Chief and Council of Musqueam Indian Band, this position is responsible for Band Administration and Budget. The Band Manager/Chief Administrative Officer administers a wide range of programs and services under the direction of the elected council members. Program and services to the 1000+ Musqueam Band Members are community- based and focus on respect for the strength and knowledge of both traditional and contemporary values. These programs and services cover the broad spectrum of community social and cultural services ordinarily provided by First Nation governments.

#### **Purpose:**

Administer and oversee Band programs and affairs including but not limited to; public works, education, housing, social development, health, recreation, by- law enforcement, security, community planning, feasibility studies, contracts, land entitlement/land selection process, financial management, membership, Band events, capital improvements, and office services. Responsible for day –to- day activities of Musqueam in accordance with Musqueam values, community plan, the Musqueam Band Administration bylaws, policies and direction from Chief and Council.

#### **Responsibilities**

##### **Administration**

- Supervise Band staff and programs, and ensure that the daily operation of Band government departments and services run smoothly and efficiently.
- Implement Band Council policies, decisions, and regulations.
- Conduct research, correspondence, and completion of reports, etc. arising from the decisions made by the Council, or as instructed by the Council.
- Make recommendations for the efficient operation of all programs and activities.
- Provide annual employee evaluation for the Administration Services staff and for senior staff positions in other departments; assists with other employee evaluations when requested.
- Handle crisis matters which arise on a day-to-day basis, and pass on relevant information to the appropriate Band staff or Council member.
- Upon authorization, negotiates agreements on behalf of the Chief and Council, with final approval provided by Chief and Council.

##### **Public Works**

- Works with committees, managers, and staff to deliver an efficient, coordinated program of construction, maintenance and other public works on Band property.
- Assists Program Managers in preparing annual budgets and planning priorities for housing and other public works for Band Council consideration.
- Prepares service contracts with Indian and Northern Affairs Canada, and ensures their compliance and completion.

**Advice to Band Council**

- Provides Chief and Council and Committees with background information on issues necessary for sound and informed decision making.
- Attends Chief and Council meetings;
- Provides Chief and Council with monthly reports on programs and operations.
- Recommends to Chief and Council changes and/or improvements to Band facilities, services, programs and policies.
- Seeks alternate sources of funding, and upon Council direction, submits proposals to funding sources.

**Financial Administration**

- Oversees that all contracts and financial transactions are conducted according to Band policy.
- Oversees CFO and ensures Band Council is fully informed on all financial matters. Ensures the Chief and Council is provided with detailed monthly financial statements as directed in the *Financial Administration Manual*, and interprets financial information upon request.
- Supervises the CFO's records of accounts to ensure all financial transactions are complete and accurate. Oversees the accuracy of financial statements, bank reconciliations, and budgetary reports. Ensures that all records, books of account, invoices, vouchers receipts and related documents are securely filed and stored.
- Ensures lines of credit are established and maintained with suppliers and agencies.
- Ensures that all requirements are met for annual audit purposes, including an up-to-date inventory.
- Assists in the development of annual budgets, and monitors all departmental/program budgets for compliance. Authorizes expenditures approved by Band Council.

**Clerk of Band Council**

- Prepares agenda for Chief and Council and/or committee meetings in cooperation with Chief or Committee chairperson. Ensures distribution of agenda, previous meeting minutes and required attachments to each Council or committee member two days prior to each meeting.
- Ensures recording of all Band Council Resolutions, minutes, decisions, regulations, policies and proceedings of Council and its Committees. Ensures that properly signed, indexed, filing and the forwarding of copies to appropriate agencies has been completed.
- attends Council and Committee meetings

**Administrative and media liaison**

- Communicate on behalf of the Band with: other First Nation Bands; organizations; agencies; and federal, provincial, or municipal officials or departments.
- Publish Band Council programs and policies. Advises and counsels Band members on programs and policies.
- Liaise with stakeholders, and different levels of government on key issues affecting Musqueam Indian Band.

**Any other relevant duties as instructed by Band Council.****Job Knowledge:****The work requires the following knowledge, skill and or abilities:**

- Significant and proven leadership skills developed through at least 8-10 years in a senior management role, preferably in band management and administration; previous experience as a Band Manager is strongly preferred.
- University degree, a graduate degree preferred, in business or public administration, or equivalent.
- Considerable high-level contacts within federal, provincial and municipal governments, other First Nations organizations, funding agencies and in the non-profit sector.

- Knowledge of and seasoned experience with the Indian Act, other relevant legislation, and Musqueam and First Nations history and culture. Political environment wisdom would be an asset.
- Ability to build effective relationships with external stakeholders and collaborative ventures with diverse constituents.
- Demonstrated success in overseeing organizational finances and budgets.
- Excellent leadership skills, including the ability to motivate managers and staff and the ability to inspire confidence in Councilors, staff, and Band members.
- Judicious and tactful communication style, necessary to coordinate staff's recommendations to Council and integrate overall strategic plan.
- Creative thinker.
- High level and respectful communication skills and the ability to influence and sway decisions internally and externally.
- Experience negotiating agreements.
- Excellent writing skills, grammatically exact and in a conversational style complimented with editing skills to develop reports, presentation and briefing materials
- High level personal qualities and ability to maintain strict confidentiality and exhibit the highest level of integrity

**Relationships:**

- Work requires consistent interaction with all groups, internal and external stakeholders, and interpersonal communications for the purpose of providing opportunities at Musqueam and delivering excellence to support all interested members.

**Working Conditions:**

- Work is performed in an office environment
- Work can include long hours to attend a variety of meetings, including Council and Committee meetings, retreats, and special requests or projects.

**Licenses**

- Valid BC Driver's License
- Successful Criminal Records Check and Background Check

**Please send a cover letter and resume to Musqueam Indian Band, HR at  
[jobs@musqueam.bc.ca](mailto:jobs@musqueam.bc.ca)**

**Please indicate "Band Manager" on the subject line.**

**Applicants of Musqueam and/or Aboriginal ancestry are encouraged to apply.**

This position will remain open until filled.

*\* We thank all those who apply; however, only short-listed applicants will be contacted.*





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6735 Salish Drive  
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**Musqueam Indian Band  
Job Posting**

**COMMUNITY ENGAGEMENT ASSISTANT  
For the 2016 Musqueam Comprehensive Community Plan Update**

**1 Summer Term position – 12 - 15 Weeks  
(35 hours/week with some flexibility, including evenings and weekends)  
*Dependent on funding approval***

**Position Summary:**

Are you passionate about your community? Do you love talking to people and listening to their ideas about what they envision for the future? Do you think the community should guide the way Musqueam grows and changes?

Musqueam's Comprehensive Community Plan (CCP), nəcəmat tə šxʷqʷeləwən ct (We are of one heart and mind), was approved by Musqueam Chief and Council in 2011. The Community Plan, created with the input of hundreds of community members, provides leadership, administration, and membership with direction and guidance on how the community develops. A lot has changed since 2011 and Musqueam administration is working to track progress towards achieving the community's vision and goals outlined in the CCP. This year, the planning team will work to revise the CCP, based on input that will be received through extensive community engagements.

The position is within the Intergovernmental Affairs division of the Musqueam Administration. Reporting to the Planning Assistant, with oversight from the Divisional Lead of Intergovernmental Affairs, the Community Planning Assistant will be part of a team that will be working to engage the community to find out what everyone envisions for the future of Musqueam.

This position is partially funded by the Human Resource and Skills Development Canada – Canada Summer Jobs Program (HRSDC-CSJP). To meet HRSDC-CSJP funding requirements, the applicant must be between 15 and 30 years of age (at the start of employment), have been registered as a full-time student during the preceding academic year, and intend to return to school on a full-time basis in the next academic year. The position may be subject to funding approvals.

**Duties:**

Overall, you will assist with community engagement that will contribute to the update of Musqueam's Comprehensive Community Plan.

**Duties include:**

- Collaboratively developing community engagement strategies;
- Conducting community outreach in-person, over the phone, and through social media to inform community members about engagement activities and encourage participation;
- Facilitating community engagement sessions, including leading discussions, taking accurate notes, and set-up/ take-down;
- Compiling community feedback and conducting preliminary analysis;
- Designing and distributing notices, posters, and documents.

**Qualifications**

- A post-secondary student interested in community planning and engagement;
- Have been registered as a full-time student during the preceding academic year and intend to return to school on a full-time basis in the next academic year.

**Skills:**

- Comfortable interacting with various community members (youth, Elders, adults, people with disabilities, different family groups, etc.);
- Respectful, open listener;
- Accurate note-taking;
- Good organizational skills;
- Experience using social media;
- Ability to use Microsoft Word;
- Ability to work both independently and within a team environment;
- Ability to maintain accuracy and attention to detail;
- Ability to maintain confidentiality;
- Flexible and able to work with the schedules of community members (i.e. during some evenings and weekends);
- Knowledge of the Musqueam community and its Comprehensive Community Plan is a strong asset.

**Working Conditions:**

- Work is performed in the office and out in the community;
- Work will be conducted from May to August;
- Criminal Record Check must be completed.

To apply please send cover letter and resume to HR at: [jobs@musqueam.bc.ca](mailto:jobs@musqueam.bc.ca)

Please write « *Community Engagement Assistant* » on the subject line.

Please apply by April 19, 2017.

**Applicants of Musqueam and/or Aboriginal ancestry are encouraged to apply.**

*\* We thank all applicants; however, only those short-listed will be contacted.*



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6735 SALISH DRIVE  
VANCOUVER, B.C.  
CANADA V6N 4C4  
TELEPHONE: 604 263-3261  
FAX: 604 263-4212

## **Facilities Assistant**

**Full-time Casual**

Musqueam Indian Band is seeking a Facilities Assistant to work as a front-line representative for Musqueam Facilities both at the reservation desk and during events. Reporting to the Facilities Manager, the Facilities Assistant serves events, programs, and community. By liaising with internal and external users of Facilities spaces, the Facilities Assistant ensures that the highest standards are maintained.

This position is a full-time casual position covering a leave of absence.

### **Duties:**

- Generate quotes, reservations agreements, and invoices – ensuring compliance with rate structures
- Ensure compliance with event licensing and liability insurance, general insurance coverage and in-house responsibilities and requirements for insurance compliance
- Provide on-site service at events, ensuring service excellence (work schedule varies with event schedules)
- Assist with all aspects of event set up, service, teardown, and cleaning
- Assist with Facility and meeting space tours
- Ensure contract and/or Facilities policies are maintained and followed

### **Job Knowledge:**

- Skill and knowledge is usually attained by a diploma in Administration, Tourism, Hospitality, Marketing and/or a combination of education and minimum 2 years' experience in a related field
- Trained and proficient with MS Office Products (Excel, Word, Power Point, Outlook)
- Experienced with invoice processing and front-line cashier (credit, debit, cash handling)
- Able to multitask and work as part of a team
- Able to work flexible event hours – required
- Excellent oral and written communication, experience providing excellent customer service
- Possess an understanding of Musqueam community, culture, and resources

### **Certificates:**

- Food Safe
- Serving It Right
- First Aid
- WHMIS
- Successful Criminal Records Check

### **Working Conditions:**

- Fast-paced environment
- Work done in multiple locations, including an office environment and event venues
- Ability to lift up to 25 lbs. required
- Ability to stand for long periods of time and walk long distances between venues as required

**Please email cover letter and resume to Musqueam Indian Band, HR at**  
[jobs@musqueam.bc.ca](mailto:jobs@musqueam.bc.ca)

***Please write "Facilities Assistant" on the subject line.***

**Applicants of Musqueam and/or Aboriginal ancestry are encouraged to apply.**

This position will remain open until filled.  
*We thank all applicants; however, only those short-listed will be contacted.*



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TELEPHONE: 604 263-3261  
FAX: 604 263-4212

### **JOB POSTING** **Nurses' Assistant** ***Regular Full-time***

*Musqueam Indian Band is looking for a Nurses' Assistant to join their Health Department. The Nurses' Assistant provides a wide variety of administrative and program support to the Health Department's Home Care Nurse (HCN) and Community Health Nurse (CHN). This position supports a broad range of community-based activities and involves supporting the facilitation and coordination of nursing programs for the Musqueam Community. A potential future role for this position may include Elder Centre outreach, projects and programs. The Nurses' Assistant reports to the Health Program Manager.*

#### **Job Duties**

- Provide administrative and program support to the HCN and CHN
- Initiate, process and track departmental forms used in the delivery of home care and community health nursing programs such as purchase orders, supply requisitions, etc.
- Maintain inventory of home care medical supplies
- Schedule meetings and send out meeting notices for HCN and CHN
- Shop for and prepare light meals/snacks for small groups participating in health programs/events
- Arrange for catering services and facilities bookings for home care and community health programs/initiatives
- Assist in or arrange for venue clean up after group sessions and health initiatives
- Prepare event notices for the Community Newsletter
- Sort and compile home care and community health program data for departmental record keeping and reporting (e.g., attendance at each event).
- Participate in home care and community health nursing program meetings as required; record meeting minutes
- Respond to inquiries from health department clients as well as community members regarding health (nursing) programs and services; make referrals to HCC, NP and CHN as required.
- Refers client requests for assistance with medical appointments and/or services to the HCN or CHN as required.
- Print and disseminate the weekly home care attendant schedules and the home care client schedules (schedules created/approved by HCN).
- Provide administrative support to the HCN and CHN in planning and delivering community based health programs and events such as annual flu clinic, screenings, health education sessions, Elders luncheons.
- Act as a community liaison to the CHN and HCN
- Collaboration with Nurse Practitioner in Elder Centre projects (to be developed)
- Other administrative and program assistant duties as required

### Essential Qualifications

- Successful high school completion diploma
- Previous administrative/clerical work experience (a minimum of one year)
- Competent computer skills in Microsoft Word, Outlook, Excel, Power Point and Publisher
- Demonstrated ability to use judgment and discretion
- Ability to work independently and as a part of a team
- Strong organization skills; proven ability to multi-task and prioritize tasks
- Strong time management skills; ability to work within short time lines and manage deadlines
- Ability to maintain confidential and sensitive information
- Strong written and oral communication skills
- Ability to work with diverse groups
- Ability to problem solve and develop creative approaches
- Demonstrated ability to be empathetic

### Asset Qualifications

- College or University courses in Health Sciences, Community Health, Social work or related field
- Experience with ESDRT, Diabetes Education, Early Childhood Education, Food Safe, Heart Smart Kids Program
- Previous experience working with groups or facilitating workshops
- Knowledge of and experience with delivering health programs in Musqueam or other First Nations
- Knowledge of Musqueam culture and history
- Knowledge of Musqueam and Vancouver community resources
- Experience working in home care and community health settings
- Certified in CPR

### Working Conditions

- Work is performed in Health department office, Elder's Centre, Community Centre, in community members' homes and occasionally in a kitchen environment.
- Valid Driver's License and insured personal vehicle for work purposes.
- Successful Criminal Record Check.
- Some variable hours including occasional evenings are required

*Please email a cover letter and resume to Musqueam Indian Band, HR at:*

*[jobs@musqueam.bc.ca](mailto:jobs@musqueam.bc.ca)*

*Please write "Nurses' Assistant" on the subject line.*

*Position will remain open until filled.*

**Applicants of Musqueam and/or Aboriginal ancestry are encouraged to apply.**

*We thank all applicants for expressing interest in this position, however, only those short-listed will be contacted.*



# Employment and Training Department News

## Upcoming Training Program Opportunity:

### Training Program for Security Professionals

**Partnered with:** Commissionaires

**Dates:** To Be Announced (TBA)

Commissionaires has developed a 20-day training program for Security Professionals that will enable those that complete the training to enter the security workforce with a skill set that is second to none. This training program will fit the provincial standards required. The following is the courses included in the program:

- Basic Security Training
- Advanced Security Training
- Service Advantage for Security Professionals
- Bylaw Enforcement Training
- Conflict resolution
- Occupational First Aid level 1

Apart from the formal training, Commissionaires will spend a day with those applying for their security licenses assisting with the application process, including conducting digital fingerprints, photos, and all the required forms.

Commissionaires will also offer onsite interviews with the members of their Human Resource team, as well as site tours of their Head Office and security sites within the area.

If you would like more information or to sign up for this upcoming program please contact Diane Herman in Employment & Training department. You can call her at 604-269-3461 or email her at [employclerk@musqueam.bc.ca](mailto:employclerk@musqueam.bc.ca).

## HAS THE FOLLOWING POSITIONS AVAILABLE



### OPEN POSITIONS:

#### Cage

- Relief Cage Supervisor
- Relief Drop Count Supervisor
- Drop Count Team Member (Casual)

#### Food Beverage

- Bistro Cashier (Casual) (5)
- Porter (Casual) (5)
- Sous Chef – Asian Cuisine

#### Table Games

- Incoming Professional Dealer (10)
- May Dealer Training Class (20)

#### Guest Services

- Guest Services Shift Manager
- Guest Services Supervisor - Contract

#### Slots

- Director of Slots

#### Surveillance

- Supervisor
- Operator (2)

#### Customer Development

- VIP Services Host (1)

#### Finance

- Warehouse Logistics Manager

### To Apply:

- 1) Go to [www.edgewatercasino.ca](http://www.edgewatercasino.ca)
- 2) Click on "Careers" for casino positions
- 3) Click the "Click here to apply for Careers" button
- 4) Click job title
- 5) Click "Apply online"
- 6) Follow on screen directions.

### OR

Submit your resume directly to Talent Acquisition Specialist Angela Lee. 604-687-3343 or email [alee@edgewatercasino.ca](mailto:alee@edgewatercasino.ca)

# Employment and Training Department News

## Training Opportunity:

**Program:** Introduction to Construction

**School:** UA Piping Industry College of BC (UAPICBC)

Introduction to Construction (ITC) is a six week program, starts on April 17, 2017. First week is focussed on Essential skills for the trades; including mathematics for the trades. Second week you focus on piping trades; Plumbing, Steamfitter, Sprinkler Fitter. Third week, is focussed on welding. Following week is for wall and ceiling systems and drywall finishing at the Finishing Trades Institute of BC (Introduction to steel studding, application of drywall, and drywall finishing). Week five is focussed on cement finishing at the Cement Masons School. The final week is the completion week at UAPICBC where you will focus on career decision making, fix up resumes & cover letters, set up action plans.

If you are at all interested in this program please contact either of our Job Coaches:

Terry Sparrow at 604-269-3367 or email at [jobcoach@musqueam.bc.ca](mailto:jobcoach@musqueam.bc.ca)

Lindsay Gibson at 604-269-3355 or email at [employassist@musqueam.bc.ca](mailto:employassist@musqueam.bc.ca)



## Upcoming Training Opportunity:

**Program:** Carpentry Foundations

**School:** Kwantlen Polytechnic University

This 22 week program prepares students for employment as a carpenter apprentice. Students will develop practical skills through an organized approach to safety, building codes and the use of hand and power tools. Practical projects are performed in indoor and outdoor environments to provide opportunities to erect, install, maintain and repair structures and components of structures made of wood, wood substitutes and other materials.

At the end of the Foundation program students will write the Carpentry Level 1 exam. Students who complete the Foundation program and exam are eligible for ITA credit in Carpentry Level 1 apprenticeship and 450 work-based hours.

This program also includes a practicum.

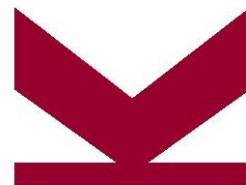
Start: August 1, 2017

If you are at all interested in this program please contact either of our Job Coaches:

Terry Sparrow at 604-269-3367 or email at [jobcoach@musqueam.bc.ca](mailto:jobcoach@musqueam.bc.ca)

Lindsay Gibson at 604-269-3355 or email at [employassist@musqueam.bc.ca](mailto:employassist@musqueam.bc.ca)

**Please be aware, these dates are yet to be confirmed.**



**KWANTLEN  
POLYTECHNIC  
UNIVERSITY**



# Employment and Training Department News

## **YVR Opportunity:**

### **Co-op Student – Innovative Travel Solutions Department 8month term – Starting May 1 2017**

The Airport Authority is seeking a skilled and motivated individual to join its Innovative Travel Solutions Department. Reporting directly to the Manager, Innovative Travel Solutions, and this position will support various aspects of this dynamic group from inventory to financial analysis and administrative support.

#### **Key Responsibilities:**

- Support the department budgets and assist with the forecast and report preparation
- Track, compile and report project based expenses
- Track and account for department P-Card expenditures
- Assist with Supply Chain management, including forecasting and planning
- Inventory management for kiosk components, including work order generation, item issuances and inventory counts
- Assist in logistical coordination of trade shows and conferences

#### **Key Qualifications:**

- Critical thinking and analytical skills
- Strong communication skills, both verbal and written
- Exceptional relationship building and interpersonal skills
- Ability to multitask and manage several on-going projects while prioritizing deadlines
- Enjoys working in an exciting and fast-paced environment
- Detail-oriented with a strong working knowledge of Microsoft Excel, Word and Access
- Diplomacy and professionalism
- Demonstrated commitment to customer service and excellence
- Experience in accounting

Candidates should be enrolled in an Accounting or Business Administration Program. Prior accounting experience would be an asset.

**Application Deadline: May 8, 2017**

**Apply:** Send resume and cover letter to

[Meghan\\_kennedy@yvr.ca](mailto:Meghan_kennedy@yvr.ca)

\*Let Employment & Training know you applied please.\*

## **YVR Opportunity:**

### **Co-op Student – Marketing & Communications Department 4 Month Term – Starting May 1 2017**

Vancouver Airport Authority is seeking a skilled and motivated individual to join its Communications Team, for a four month co-op placement starting May 1, 2017. Reporting to the Manager, Communications the successful candidate will focus their activities on social media to promote YVR's brand, engage in public outreach programs and support YVR's strategic goal of reaching 25 million passengers by 2020. Candidates must be available to work a flexible schedule, including the occasional weekend.

#### **Key Responsibilities:**

- Identify opportunities for social media contesting to drive company objectives
- Build business cases for which social platforms to be present on
- Social media administration – monitoring, posting and evaluating successes
- Source and write content for social media channels
- Support for general public relations activities including press conference and media events
- General event, administrative and logistics support
- Other duties, as required

#### **Key Qualifications:**

- Excellent interpersonal and communications skills
- Strong writing and grammar skills
- Comfort using all social media platforms – including social channels, blog and e-newsletters
- Be detail oriented
- Strong computer skills
- Diplomacy and professionalism
- Proven ability to balance multiple priorities and work well independently and in a team
- Enjoy working in an ever changing, exciting and fast-paced environment
- A motivated team player with a willingness to do what it takes to get the job done
- Demonstrated commitment to customer service and excellence

In addition to relevant post-secondary education, previous work experience would be an asset.

**Application Deadline: April 10, 2017**

**Apply:** Send cover letter and resume to

[jenny\\_bola@yvr.ca](mailto:jenny_bola@yvr.ca) \*let Employment & training know you applied please.\*



# OFFICE ADMINISTRATION CERTIFICATE

## Offered in Musqueam on May 15th



### **Gain practical skills in:**

- Computer Applications
- Public Speaking
- Interpersonal Communication
- Information Management
- Word Processing
- Administrative Procedures
- Job Search Techniques

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### **For more information, please contact:**

Diane Herman, Employment Assistant  
Musqueam Employment & Training Department  
Email: [employcerk@musqueam.bc.ca](mailto:employcerk@musqueam.bc.ca)  
Phone: (604) 269-3461



Native Education College  
285 East 5th Avenue  
Vancouver, BC V5T 1H2  
(604) 873-3772  
[www.necvancouver.org](http://www.necvancouver.org)

## Free Income Tax Clinic

Hosted by the Musqueam Health Department

Date: Tuesday April 11, 2017

Time: 1:00pm-4:30pm

Location: Musqueam Community Centre (2nd floor Computer Lab)

Please note: this tax clinic is by—>First come first served basis with a volunteer from Revenue Canada.



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## MUSQUEAM PRIMARY CARE CLINIC

10:00am – 3:00pm Monday to Friday

(closed 12:00 – 1:00pm for lunch)

Accepting new patients. Make an appointment today.

Welcoming all Musqueam community members including parents / caregivers with infants and children; pregnant women; youth; adults and elders. Come and join our wonderful Musqueam Primary Care clinic and become a regular patient! Our team meets the highest standards necessary to provide you with safe and confidential health care.

**PRIMARY CARE FAMILY PHYSICIAN – Friday 10:00am – 4:00pm**

Services provided every day are: check-ups (PAP, STI, Baby growth checks) and assessments; diagnosis and prescriptions; testing (X-rays, ultrasound and blood work); birth control options; chronic disease management (diabetes, hypertension, C.O.P.D and lung disease); childhood vaccines; specialist referral

**PRIMARY CARE NURSE PRACTITIONERS – Monday to Thursday 10:00am – 3:00pm**

(last appointment at 2:30)

**MEDICAL OFFICE ASSISTANT / RECEPTIONIST – Monday to Friday 10:00am – 3:00pm**

For an appointment call Mackenzie Gomez, the Medical Office Assistant, 604.266.0043

(closed 12:00 – 1:00pm for lunch)

**Musqueam Elders Centre, 4010 Si Lu Drive, Vancouver BC V6N 4K7 – 604 266 0043**

We have more Naloxone kits now and if someone would like a kit to please contact Cyndi Bell, the D&A worker at the Health Department in the Musqueam Band Office or the Musqueam Primary Care Clinic in the Elders Centre at: 604-266-0043. We can review training if needed and have practice kits as well.



# Elder's Travel Distribution 2017

Please be advised that the Elder's Travel Distribution cheques will be:

**Where:** Musqueam Band office

**When:** Wednesday, April 12, 2017

**TIME:** 9:00am—4:00pm

**Who:** Elder's Distribution cheques

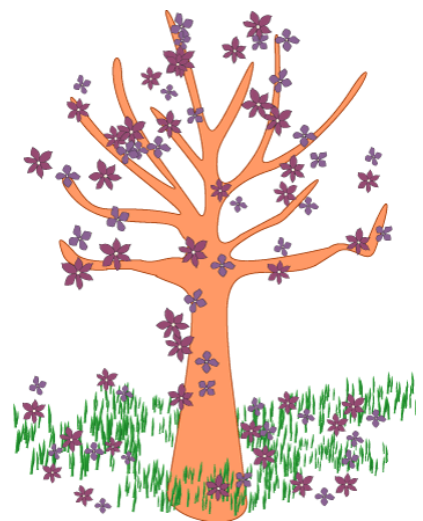
By Elder's Coordinator Brenda Campbell.

\*If you require someone to pick up your cheque for you, you must send a letter, stating your name, and signed and dated.

For questions or concerns please call

Brenda Campbell at 604-263-6312.

*Thank you.*



## MIB Health Dept. Newsletter—April 7, 2017

### Musqueam Elders

Brenda Campbell, Elders Coordinator



#### **MUSQUEAM ELDER'S LUNCHEON:**

##### **Easter Luncheon**

**When:** Thursday, April 13, 2017

**Time:** 12:00 Noon

**Location:** Musqueam Elders Centre



#### **Musqueam Ladies Group:**

**When:** Every **Tuesday** Evening

**Time:** 6:00 – 9:00 pm

**Location:** Musqueam Elders Centre

### MIB Home & Community Care Program

Romeo Cosio, HCN,

Romeo is back!

Home Care Office Hours:

Mon, Wed, Thurs, Friday 8:30-5:30 , Tuesdays—OFF

Home Care Phone: 604-263-6539

**Romeo** has returned and is available to assist home care clients and their needs.

**Home Care Program** is available to our community members to assist with hospital discharges, home care aide, and all medical equipment. Home care needs and equipment require a doctors note with your needs specified.

**The Arjo Tub Program:** Is available at the Elder's Centre between 7-10am Monday to Friday. You will need a doctor's order for the use of the Arjo tub, describing your condition, and how often you are advised to use the tub per week. **For assistance with Arjo tub appointments or Home Care service scheduling changes or cancellations**

Call: 604-263-6539 *\*for cancellations of services please call 24hours in advance.*





# COMMUNITY DINNER

## TRADITIONAL WELLNESS and HEALING

Come along to talk about how we could incorporate traditional wellness and healing with medical care. Hear from guest speakers and be part of the conversation.



Wednesday 19 April 2017 | 5:00pm to  
8:00pm | Musqueam Cultural Centre,  
4000 Musqueam Ave, Vancouver, BC

**Community Health Nursing Program**

**CHN Newsletter**

**Resuming Pre- and Post-natal Group: Tuesdays noon-2 PM, in the Youth Centre**

Please join us **Tuesdays at 12 noon** in the Youth Centre for an informal drop-in group.

We provide lunch, friendship with other young families, and special guests who provide education on pregnancy and baby related topics.

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**Chronic Disease Management Program**

*Merv Kelly, Chronic Disease Management Coordinator*

**Hours – Monday to Friday: 9:30 am to 3:00 pm // 5:00 pm to 6:30 pm**

Are you needing assistance with health information about Diabetes, high blood pressure, etc., and how to help manage these? Or do you want to workout but don't know what's best for you?

Available to assist all ages and levels of fitness for all community members.

Merv Kelly  
Chronic Disease Management Facilitator  
Phone: 604-263-3261 Extension 3455  
Email: merv@musqueam.bc.ca



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**Safe Drinking Water Monitor Program**

*Charlene Campbell-Wood, MIB Drinking Water Monitor*



**Facts on Drinking Water Facts Sheet**








**Health Risks**

In water, coliform bacteria have no taste, smell, or colour. They can only be detected through a laboratory test. The Canadian Drinking Water Quality Guideline for total coliforms is none detectable per 100 mL. The Canadian Drinking Water Quality Guideline for Escherichia coli (E.coli) is none detectable per 100 mL. Maximum Acceptable Concentration for Drinking Water = none detectable per 100 mL.

For more information go to [www.hc-sg.ca](http://www.hc-sg.ca) Water Facts Sheet

## Youth Centre

**Abigail Speck at the Youth Centre at 604-269-3465 Email: youthcentre@musqueam.bc.ca**

Monday April 10th	Tuesday April 11th	Wednesday April 12th	Thursday April 13th	Friday April 14th
<b>Bridge Through Sports</b> <b>3:30—5:30</b>  <b>Bracelets</b> 	<b>Movie Night</b> 	<b>D&amp;A</b>  <b>MYP 6:00—8:30</b> 	<b>Bridge Through Sports</b> <b>3:30—5:30</b>  <b>Games</b> 	<b>*GOOD FRIDAY</b>  <b>CLOSED</b>  <b>Happy Easter!</b>

**The Youth Centre will be open from 2:00 pm—9:00pm Monday—Friday**

Children under 7 years old will be sent home; unless accompanied by a parent or guardian, who is at least 15 years old or older

**\*\*Please note that the Youth Centre will be open @9:00 AM when kids have professional days\*\***

## National Native Alcohol and Drug Awareness Program (NNADAP)

*Cyndi Bell A&D Counsellor*

### Cyndi's Office Hours

Mon, Tues, Thurs	9:30 am-4:30 pm
Weds	12 pm-7 pm (coffee time with Cyndi 5-6 in the café)
Fri	9 am-4 pm



**I am available for 1:1 counselling, treatment referrals, outpatient resources, information and support in relation to drug and alcohol use and abuse.**

**Reminder: There is an AA meeting every Tuesday from 8-9 pm at the 51st Hall.**

**Feel free to drop in or call me to make an appointment: 604-269-3454**

### Coffee Time With Cyndi

**Every Wednesday evening from 5-6 pm in the Community Centre Café**

Stop by for a coffee! I will be in the café to provide information, support And resources for anyone who is looking for help with substance use issues concerning yourself or a loved one.



## **EMPLOYMENT OPPORTUNITY**

### **3-4 month term internship**

[PWL Partnership Landscape Architects Inc.](#) is currently working with Aquilini and the MST Development Corporation on the Willingdon Lands. We are seeking a talented and enthusiastic student or young band member to join our practice in Vancouver as an intern for the summer of 2017. As one of Western Canada's leading landscape architectural firms with 40 years experience, PWL Partnership has assembled an extraordinary team of people with similar values but diverse skills and experience. Our firm seeks clients that value sustainable, culturally rich, ecologically sound, community planning and design that creates unique and meaningful landscapes that reflect our vision of making places, engaging people, and being inspired by nature. Our practice undertakes a wide range of projects located throughout Western Canada and the Pacific Northwest.

This 3 – 4 month term position is intended for someone who can contribute to our many First Nations projects throughout British Columbia as well as helping our staff understand the local and indigenous land in a more meaningful manner. As this is a new position for the firm, we are open to people who can bring a sense of indigenous culture to our projects in a variety of ways. As professional landscaper architects, planners, and urban designers, we work on a wide variety of projects that vary in scale and complexity. Basically we are designing for the people that will live, work, and play in the urban spaces and communities that need to be environmentally sound.

The successful candidate will be able to demonstrate a wide range of skills, potential, and interest in learning more about the profession of landscape architecture, city building, design, and development. Expertise that the firm utilizes everyday includes: sketching and drawing, GIS Mapping, Site Inventory, computer graphics, computer and CADD drawing, communication and public engagement, horticulture and planting design, report writing, design (in many forms), research, and team building.

Start and finish dates are flexible.

If you would enjoy making a rewarding contribution while working in a fast-paced, team-oriented atmosphere, please send your resume and letter of interest to

**Margot Long at [mlong@pwlpartnership.com](mailto:mlong@pwlpartnership.com) by April 14, 2017.**





My name is Ruby Pratka and I work in distribution at Wapikoni Mobile, a montreal-based nonprofit that does film production workshops with youth in Aboriginal communities in Quebec and Ontario, and then works with the young filmmakers to distribute the short films. Our participants' films have been featured in film festivals across Quebec and have won many awards.

We are taking our best films on a coast-to-coast tour this spring and summer, with a special showing at the Vancouver International Film Festival. We would love for people from aboriginal communities in the Vancouver area to be part of this FREE event. We would appreciate if you would let members of the Musqueam community know about it.

Here's the information you need to know:

**Who:** Wapikoni Mobile ([wapikoni.ca](http://wapikoni.ca)), a travelling First Nations film production and projection studio for youth

**What:** A **FREE** 60-70 minute showing of our best films, in conjunction with the Vancouver International Film Festival, followed by a Q&A session with two Inuit artists with roots in northern Quebec.

**When:** Sunday 23 April at the Vancity Theatre. The Wapikoni Mobile will be on site at 2 p.m. and our team will be able to answer all your questions; the film showing will start at 4 p.m..

**Why:** Our first-ever coast-to-coast tour is setting off this spring and summer and we want you to be a part of it. **Everyone is welcome!**

Thank you!

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**Ruby Irene Pratka**  
Consultante - relations média & partenaires  
514-276-9274 poste 240  
[wapikoni.ca](http://wapikoni.ca)



WARRIOR AGAINST  
Violence Society  
SPRING BAZAAR!

*Location: Native Education College*  
*285 E. 5<sup>th</sup> Ave (off Main St.)*  
*April 15, 2017 10:00- 3:30*

*Vendors Welcome!*

*Registry upon arrival. Tables \$10 each*

*All proceeds will help fund programs!*

*For more information you may email [warriors@kiwassa.ca](mailto:warriors@kiwassa.ca)*



WALK WITH US  
TO FIND THE CURE  
FOR DIABETES



MARCHEZ AVEC NOUS  
POUR TROUVER UNE  
GUÉRISON AU DIABÈTE



## Easter Wellness Basket

**\$2.00**

*For 1 ticket*



**\$5.00**

*For 3 Tickets*

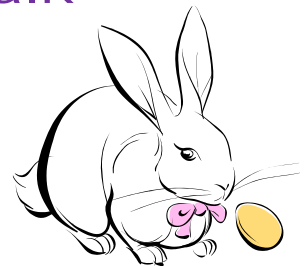


Candles, bath salts, soaps,  
fruit, juices and other pampering items

All proceeds go towards Diabetic walk  
"Team x<sup>w</sup>məθk<sup>w</sup>əyəm"



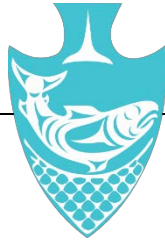
Draw Date April 13, 2016



Please contact Weezy Point if you would like tickets.

Easter Wellness Basket Donated by Councillor Tami Harkey

# NOTICE OF MEETING TO MUSQUEAM BAND MEMBERS



## YVR Fuel Delivery Project

A community meeting will be held to present information and details on the “Collaborative Agreement” in principle between Musqueam and the Vancouver Airport Fuel Facilities Corporation (“VAFFC”), with respect to the proposed Vancouver Airport Fuel Delivery Project, which includes a marine terminal and fuel receiving facility on the south arm of the Fraser River connected to YVR by a new 15 kilometre pipeline.



**This is an important meeting and your attendance is requested so any questions or concerns can be addressed.**



**Where?** ni? ʔəncə ?

Classrooms 1 & 2

Musqueam Community Centre  
6777 Salish Drive, Vancouver, BC

**When?** təmtem ?

Wednesday, April 19, 2017

Dinner served at **6:30 pm**

Meeting to start at **7:00 pm**