



FRIDAY JUNE 23, 2017

## MUSQUEAM NEWSLETTER

**Tel: 604-263-3261, Toll Free: 1-866-282-3261, Fax: 604-263-4212...Safety Patrol: 604-968-8058**



**MUSQUEAM**  
CAPITAL CORPORATION

### Community Update Continued

**Date:** Wednesday, June 28th, 2017

**Where:** Musqueam Community  
Centre

Classrooms 1 & 2

**Time:** Dinner Served at 5:30 pm

**Meeting start:** 6:00 pm

6615 Salish Drive, Vancouver, B.C.

Tel. 604-559-5400

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Hello  
**JUNE**

#### Smoke Shop Hours

Monday - Friday

9:00am-5:45pm

Closed during Lunch

12:00-1:00

Must be 19 years of age

Must have proper/valid ID



# FAMILY MEETINGS

DOOR PRIZES!

## COMPREHENSIVE COMMUNITY PLAN (CCP) UPDATE DINNER

WE ARE WORKING ON THE NEXT PHASE OF OUR  
CCP AND WE NEED YOUR INPUT

Thursday  
July 6th

Extended families originating from  
**Charles, Grant, Dan, Joe, Roberts,**  
**August**

Including all sub families



Wednesday  
July 12th

Extended families originating from  
**Point, Thomas, Louis/Louie, Guerin**

Including all sub families

Thursday  
July 13th

Extended families originating from  
**Sparrow, Campbell, Stogan,**  
**Rice/Jonny**

Including all sub families

**Time:** Dinner served @ 5:30  
Meeting starts at 6:00

**Location:** Classrooms 1 & 2 in the  
Community Center

Questions?

Please call or email Jessica Carson or Oliver Dann at the band office  
[jcarson@musqueam.bc.ca](mailto:jcarson@musqueam.bc.ca) // [ccp@musqueam.bc.ca](mailto:ccp@musqueam.bc.ca)

# CCP Update



Greetings all,

The first round of Comprehensive Community Plan (CCP) update family meetings is fast approaching! Some of you are familiar with the CCP process whereas others will be engaging with it for the first time. The CCP is all about making the changes you want to see in the community and these meetings are a way for us to hear your input. The CCP is a document that was created by community input and guides how our community develops economically, politically, socially, and environmentally.

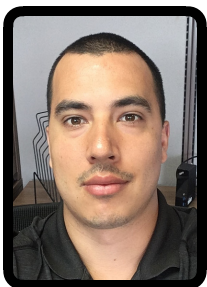
The CCP has already guided the community towards numerous achievements such as our new recreation and cultural centres, as well as expanded services offered in the community.

While The CCP has generated a lot of success, our community has changed a lot since this document was first created and the guidelines of this document must be adapted to fit these shifting needs and values. This is where your input is very much needed.

Whether you have a concern about your community, a vision for the future, or a way to improve what's already going on, we want you to come to the meetings and share your ideas with us. Dinner will be provided and all those who show up have a chance to win an awesome prize. Further details about times and locations, as well as contact information are on the next page

Some of you have likely noticed a few new faces around the community. Our summer planning interns, Oliver and Jazmin, will be helping with community engagement throughout the CCP update process. Meet them below!

## Oliver Dann



"I am an Indigenous community planning master's student from UBC and a member of the Mohawk Nation out of Southern Ontario. Though my family roots are from the east, I was born and raised on the west coast and it is my great privilege to be working with a community as strong and grounded as Musqueam."

## Jazmin Feschuk



"Hi everyone, I am currently attending Douglas College in the Sport Science-Health and Recreation Program and a member of the Shishalh (Sechelt) Nation. I will be working as a community engagement assistant for the summer & am very honoured to be more connected with the Musqueam Community!"





~ Ch'nook / UBC ~Grads 2017~  
Courtenay Gibson/Christina Nahanee/Lindsay Gibson





## **MUSQUEAM INDIAN BAND**

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

### **JOB POSTING**

#### **Housing Administration Clerk Trainee**

Youth Internship Opportunity

#### **Full-time Term Position**

**to March 31, 2018 (with possible term extension)**

Musqueam has an excellent opportunity for a Youth Internship in the Housing Department (you must be between the ages of 15 – 30). This is a 9 month term position, with the possibility of a term extension, subject to funding approval.

Reporting to the Housing Manager, the Housing Administration Clerk (HAC) Trainee will learn about and assist in the administration of the Housing Program at the Musqueam Indian Band, which includes supporting the goods and services contracts required to maintain MIB owned housing. This position will start upon funding confirmation.

#### **Duties Include:**

- Assist with clerical and administrative duties, which include filing, distributing outgoing/incoming correspondence, meeting coordination, etc.
- Provide front desk coverage, including greeting clients and visitors and directing them to the appropriate contacts or services;
- Answer, screen and forward telephone calls, take messages and provide information to clients and visitors as required;
- Assist with preparing and maintaining documents and templates
- Work in collaboration with Housing Executive Assistant to ensure that Data Entry for Asset Management is complete and up to date;
- Assist to ensure home inspections take place with proper notice and coordinate contractors;
- Assist with preparing notes and documents are in place for LCH Standing Committee meetings;
- Shadow the Housing Team in Project Management
- Learn about and be engaged in Housing Department policy and program development
- Participate in special projects and learning/development opportunities as they arise

#### **Knowledge, Skills and Abilities:**

- High School Diploma or equivalent
- Experience working in an office environment
- Good working knowledge of computers, and typing skills
- Good interpersonal and communication skills
- Administrative and organizational skills, with attention to detail
- Must understand and respect the nature of confidential and privileged information
- Willing to learn new skills and concepts with the ability to apply the learning

**Working Conditions:**

- Work is performed in an office environment and periodically in the community

**Licenses/Certificates:**

- Successful Criminal Record Check

Please email a cover letter and resume to Musqueam Indian Band, Human Resources at:

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

*Please write "Housing Administration Clerk" 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 applications, however, only those short-listed will be contacted.*





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**JOB POSTING**

**Junior Summer Recreation Coordinator**  
**Temporary, Seasonal Full-time (35 hours/week)**  
**(1 Position)**  
**July 4 – August 25, 2017**

Musqueam Indian Band is looking for a enthusiastic and energetic Junior Summer Recreation Coordinator to deliver a dynamic summer recreation program for **youth ages 5 & 6.**

Under the supervisor of the Recreation Coordinator, the Junior Summer Recreation Coordinator will develop and deliver programming that will include both passive and active recreation, such as arts/crafts & sports/outings. This position will also do the booking of programs/presenters to come into the community, as well as to supervise 2 summer students throughout the duration of the program.

**Duties:**

- Create monthly/weekly schedules and community notices.
- Make bookings for outings including group visit bookings and transportation.
- Supervise and participate with children and youth on activities.
- Ensure the safety of children and youth at all times.
- Communicate with community members and recreation staff regarding the program.
- Assist with community events; which may arise over the duration of the summer.
- Acquire First Aid Certificate.
- Maintain a work journal, fill out incident reports; make progress reports to Recreation Coord.

**Knowledge and Abilities:**

- *Must be a student in a related field: e.g. Child & Youth Care, Early Childhood Education, or teaching); preferably has knowledge/experience with programming for children aged 5 & 6.*
- Enjoy working with children and youth.
- Willingness to work with a large team to ensure the successful delivery of the program.
- Must be self-motivated and able to work under minimal supervision.
- Must have good communication skills; must be prompt and reliable.
- Must have a Social Insurance Number
- ***Applicants must be students who plan to return to school in September and must be 15 years of age or older on the position start date.***

**Working Conditions:**

- Work is performed inside and out in the field
- Successful Criminal Record Check

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

Please e-mail a cover letter and resume to Musqueam Indian Band, HR at:

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

Please write ***“Junior Summer Recreation Coordinator”*** on the subject line.

**Position will remain open until filled.**

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



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**JOB POSTING**  
**Junior Summer Recreation Leaders**  
**Temporary, Seasonal Full-time (35 hours/week)**  
**(3 Positions)**  
**July 4 – August 25, 2017**

Musqueam Indian Band is looking for positive and energetic Recreation Leaders this summer! If you enjoy working with young people and are enthusiastic about recreational activities we would like to hear from you!

Summer Recreation Leaders, under the supervision of the Recreation Coordinator and Assistants, assist in the development and delivery of dynamic summer recreation programs for **youth aged 5 & 6**. This includes activities such as arts, crafts, sports and outings to the pool, movies, etc., as well as booking programs/presenters into the community.

**Duties:**

- Create monthly/weekly schedules and community notices.
- Make bookings for outings including group visit bookings and transportation.
- Supervise and participate with children and youth on activities.
- Ensure the safety of children and youth at all times.
- Communicate with community members and recreation staff regarding the program.
- Assist with community events; which may arise over the duration of the summer.
- Acquire First Aid Certificate.
- Maintain a work journal, fill out incident reports, and make progress reports to Recreation staff.

**Knowledge and Abilities:**

- Enjoy working with children and youth.
- Willingness to work with a large team to ensure the successful delivery of the program.
- Some experience in working with children and youth would be an asset.
- Must be self-motivated and able to work under minimal supervision.
- Must have good communication skills; must be prompt and reliable.
- Must have a Social Insurance Number
- ***Applicants must be students who plan to return to school in September and must be 15 years of age or older on the position start date.***

**Working Conditions:**

- Work is performed inside and out in the field
- Successful Criminal Record Check

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

Please e-mail a cover letter and resume to Musqueam Indian Band, HR at:

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

Please write "*Junior Summer Recreation Leaders*" on the subject line.

**Position will remain open until filled.**

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**JOB POSTING**

**Summer Recreation Leaders**  
**Temporary, Seasonal Full-time (35 hours/week)**  
**(8 Positions)**  
**July 4 – August 25, 2017**

Musqueam Indian Band is looking for positive and energetic Recreation Leaders this summer! If you enjoy working with young people and are enthusiastic about recreational activities we would like to hear from you!

Summer Recreation Leaders, under the supervision of the Recreation Coordinator and Assistants, assist in the development and delivery of dynamic summer recreation programs for **youth aged 7 - 12**. This includes activities such as arts, crafts, sports and outings to the pool, movies, etc., as well as booking programs/presenters into the community.

**Duties:**

- Create monthly/weekly schedules and community notices.
- Make bookings for outings including group visit bookings and transportation.
- Supervise and participate with children and youth on activities.
- Ensure the safety of children and youth at all times.
- Communicate with community members and recreation staff regarding the program.
- Assist with community events; which may arise over the duration of the summer.
- Acquire First Aid Certificate.
- Maintain a work journal, fill out incident reports; make progress reports to Recreation staff.

**Knowledge and Abilities:**

- Enjoy working with children and youth.
- Willingness to work with a large team to ensure the successful delivery of the program.
- Some experience in working with children and youth would be an asset.
- Must be self-motivated and able to work under minimal supervision.
- Must have good communication skills; must be prompt and reliable.
- Must have a Social Insurance Number
- ***Applicants must be students who plan to return to school in September and must be 15 years of age or older on the position start date.***

**Working Conditions:**

- Work is performed inside and out in the field
- Successful Criminal Record Check

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

Please e-mail a cover letter and resume to Musqueam Indian Band, HR at:

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

Please write ***"Summer Recreation Leaders"*** on the subject line.

**Posting will remain open until filled.**

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



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### **Janitor Full-time (Leave of Absence Term Position)**

#### **Position Summary:**

Keep buildings in clean and orderly condition. Perform cleaning duties, such as cleaning floors, washing walls and glass, and removing rubbish. Duties may include performing routine maintenance activities, notifying management of need for repairs, and debris from cleaning areas.

#### **Duties:**

Tasks will include, but not be limited to:

- Clean building floors by sweeping, mopping, scrubbing, or vacuuming them
- Service, clean, and supply restrooms. Wash and disinfect all washroom floors, toilets, toilet seats, urinals, washroom stalls, hand dryers and fixtures, clean all mirrors; replenish toilet tissue, paper towel, hand soap, and hand sanitizer as needed
- Clean all touch surfaces, such as door knobs, push doors, elevator buttons, hand rails, light switches, desks, table tops
- Empty all waste baskets and garbage cans; place garbage in outside storage bin – clean and sanitize indoor garbage cans as needed
- Clean entrance, exit, and stairwells including glass, doors and hardware
- Clean windows, glass partitions, and mirrors, using soapy water or other cleaners, sponges, and squeegees
- Dust furniture, walls, machines, and equipment
- Clean kitchen sinks and counters, put dirty dishes in dishwasher
- Mix water and detergents or acids in containers to prepare cleaning solutions, according to specifications
- Strip, seal, finish, and polish floors
- Follow procedures for the use of chemical cleaners and power equipment, in order to prevent damage to floors and fixtures
- Monitor building security and safety by performing such tasks as locking doors and windows after operating hours
- Complete, sign, and submit daily sanitation task lists to Facilities Manager
- Notify Facilities Manager concerning the need for major repairs or additions to building operating systems
- Submit requisitions for supplies and equipment needed for cleaning and maintenance duties to Facilities Manager
- Perform other related duties as required

#### **Job Knowledge and Abilities:**

The work requires the following knowledge, skill and/or abilities:

- Knowledge of the Workplace Hazardous Materials Information System
- Knowledge of standard cleaning procedures, chemicals, products and equipment
- Ability to read and understand labels and instructions, particularly on the use and application of cleaning chemicals and products



- Ability to organize work effectively using time management skills
- Ability to communicate effectively both orally and in writing
- Be honest and trustworthy with the ability to maintain confidentiality on the job
- Physical ability to perform the duties of the job
- Ability to operate related equipment

**Relationships:**

- Work with other members of the Facilities departments
- Staff and members of MIB

**Working Conditions:**

- Work is performed both indoors and outside
- Working after hours and alone
- Successful Criminal Record Check

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

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

**Please apply by June 30, 2017.**

Position will remain open until filled.

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





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### **JOB POSTING**

#### **Aquatic Habitat Restoration Project (AHRP)**

#### **Crew Member (2 Positions)**

One Year Full-time Term Position

Musqueam is an opening for a Crew Member within its Aquatic Habitat Restoration Project. Work in this position involves removing and managing invasive species and ongoing restoration of native plants.

#### **Duties:**

- Work under the guidance of the AHRP Advisor to perform work assigned in a quality manner in line with Best Management Practices. The Fisheries Manager has final discretion on project delivery;
- Identify invasive species for removal and management;
- Utilize Best Management Practices for protection of the water quality of Musqueam Creek system and other water courses;
- Apply erosion control where needed;
- Retain and demonstrate safety and use of hand tools and power equipment as assigned;
- Cut, weigh and stock pile invasive species for proper disposal;
- Root grub invasive species separately for proper disposal;
- Work cooperatively with all Crew Members and any occasional volunteers to accomplish the work assigned in a timely manner;
- Maintain discipline, avoid conflicts, and contribute to crew morale;
- Maintain tools and perform regular cleaning, sharpening, and repair of tools as directed;
- Other duties as assigned from time to time.

#### **Task Details:**

- Remove invasive species and debris items on ground by hand pulling, weighing, packing and storing in designated areas. Remove invasive species causing debris jams using heavy pruning and trimming with hands (as per Musqueam Invasive Species Management Plan).

#### **Job Knowledge:**

- Invasive species identification and orientation;
- Ability to communicate job requirements and needs to crew and general public;
- Ability to read an invasive species map;
- Capable of operating a brush saw (orientation of safety and use will be provided)
- Capable of lifting 40 pounds and operating equipment as assigned;
- Demonstrate honesty and willingness to perform work with enthusiasm, cooperative and willing to take instruction;
- Experience with invasive species management and/or able to operate related equipment are an asset;
- Interest in plants and trees and caring for the environment;



- Interest in preserving Musqueam cultural practices;
- Skill and knowledge usually attained by education and work experience in invasive species removal and management.
- Preferred past experience is encouraged, but not necessary to qualify.

**Certificates:**

Certifications listed would be beneficial to your application:

- Invasive Species Identification Orientation
- ID of Invasive Species Field Training, Port Metro Vancouver
- Invasive Species ID (in class/in field) Stem Injection Orientation, Invasive Species Council of Metro Vancouver,
- Industrial Vegetation and Noxious Weed Control Pesticide Applicator Certification/British Columbia Ministry of Environment

**Working Conditions:**

- Work is done outdoors in all weather conditions.
- Ability to lift up to 40 lbs. required.
- Use of small machinery and hand held tools year round.
- Successful Criminal Records Check

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

Please write "AHRP Crew" on the subject line.

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

Please apply by June 23, 2017.

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



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### JOB POSTING

#### **National Native Alcohol & Drug Abuse Program Worker (NNADAP)**

**Part-time Term Position (to March 31, 2018)**

**20 – 25 hours/week**

**Evenings & Weekend Afternoons**

Musqueam Indian Band is adding to its Health Department's NNADAP team. This is a part-time position working evenings and weekends, providing activities that support individuals and families dealing with alcohol and drug dependency and its related issues. This will include community outreach, presentations and workshops, creating activities and programs, assessments and referrals – in coordination with our existing NNADAP worker.

The successful applicant will have completed a Post-Secondary degree or certificate in Social Work, Counselling, Psychology or Nursing and have a minimum of 2 years related experience, or an equivalent combination of skills, knowledge, and experience. Experience in delivering services in a First Nations environment is preferred. This position is subject to on-going funding.

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

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

Please write **"NNADAP"** on the subject line.

Please apply by **June 9, 2017**. 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.*



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### **JOB POSTING GRANT WRITER Regular Full-time**

Musqueam Indian Band is seeking a Grant Writer & Facilitator to provide leadership advice on identification and preparation of a variety of proposals and reports. Working with individual departments through to larger inter-organizational teams, the Grant Writer & Facilitator conducts background research, writes and provides proposal editing, and customized writing, and technical presentations for target audiences with respect to Musqueam values and strategic priorities.

#### **Duties:**

1. Research
  - Performs background research on and develops professional relationships with provincial, federal and private sector funding, granting and contributing agencies
  - Acts as a central resource for knowledge about relevant funding opportunities
2. Facilitation
  - Works closely with band programs and managers to maintain awareness of projects requiring external funding
  - Connects funding opportunities with Musqueam projects and programs
  - Proactively seeks out and encourages individual managers and band programs to apply for funding
  - Facilitates the proposal development process for projects of varying sizes and topics, from small-scale to complex, inter-organizational projects
  - Provides facilitation services as needed in a variety of areas (e.g. chairing project team meetings involving multiple stakeholders, problem solving during the course of a grant funded project)
3. Proposal Development
  - Works collaboratively with individuals and teams of program staff to design, develop and prepare substantial sections of grant proposals, letters of intent, briefings, background document, program rationales, and other reports for submission to funding agencies
  - Tailors writing and presentations to funding agency objectives, priorities and guidelines with a thorough understanding of Musqueam mandates, culture and guiding documents (such as the Comprehensive Sustainable Community Development Plan)
  - Formulates budgets to ensure compliance with funding agency and band policies and program requirements
  - Copy, edits and arranges proposal content into a clear and cogent written format



#### 4. Monitoring

- Tracks and prepares internal reports as necessary on the results of Musqueam's proposals, active grant funded projects and federal contributions
- Ensures all funding and contribution agreements, and other funding contracts are signed by the appropriate authority, submitted to the funder within required time frames, and filed to ensure compliance with Musqueam's financial policies
- Works with the project team to prepare and submit all required narrative and financial reports and documents accurately and on time

#### **Job Knowledge:**

The work requires the following knowledge, skill and/or abilities:

- Expert knowledge equal to that acquired through a university education in a field such as Business Administration or related field and experience
- A minimum of two years' experience in building successful funding proposals for provincial, national, and private sector agencies
- In depth knowledge of successful grant and contribution application procedures and granting and contributing agency requirements
- Strong interpersonal, organizational and problem-solving skills, including the ability to multi-task a range of complex projects and to meet the required deadlines
- Ability to work under pressure and handle frequent interruptions
- Ability to work in an independent and flexible environment
- Excellent English verbal and written communication skills including training and/or education in communication
- Ability to skillfully incorporate a broad knowledge base and communicate complex issues to the non-expert reader
- Excellent critical review and substantive editing skills
- Advanced knowledge of Word, Excel and PowerPoint
- Awareness and knowledge of Musqueam culture, political and social contexts and of First Nations in general

#### **Working Conditions:**

- Work is performed in an office environment
- Successful Criminal Record Check
- Able to travel to off-site meetings and information sessions as required

Please apply by emailing your cover letter and resume to Musqueam Indian Band, HR at:

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

Please write « *Grants Writer* » 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 applicants will be contacted.*



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**JOB POSTING**

**Job Coach**

**Regular Full-time**

Employment & Training's Job Coach supports training projects and programs within the Musqueam Community. Connecting participants to jobs and careers in the hospitality, trades, administrative and industrial sectors by working with tutors, Instructional Support Coordinator and Data Entry Clerk, to promote and facilitate participant understanding and engagement in the diagnostic assessment process. As the assessment process identifies work place barriers for the participant the Job Coach will work with him/her in the classroom and on work sites to develop and enhance success in the work environment. The Job Coach assists with coordinating classroom speakers and activities as well as take the lead role in arranging community work projects.

The Job Coach takes the lead role as a Liaison with Workplace Supervisors, Foremen and Human Resource Management personnel, which includes:

- reviewing workplace activities and participant performance requirements and support with Supervisors and Foremen
- coordination & support of 'job shadowing' and onsite coaching by Mentors will also be key functions for this worker
- assist participants with the development of their personal development plan and provide guidance as they work through that plan

The ultimate goal of the Job Coach is to secure paid work placements for those participants who have completed the diagnostic assessments and want to go to work.

**Duties:**

Job Coach duties include the following:

- Interacting with Band members, Band and Project staff, outside agencies and employers on behalf of the Musqueam to ensure awareness of the program goals, participant activities, and the identification of skill development opportunities for participants
- Assists with participant involvement arranging for diagnostic assessment sessions and development of personal development plans – identifying personal employment goals, create job action plans and prepare application and interview materials. Provide guidance to clients on pre-employment and employment training plans
- Identifies, contacts and arranges for speakers for classroom activities and discussions
- Works to recruit, screen, train and engage mentors from time to time while collaborating with project staff to match mentors with participants
- Monitors participants work at worksites

- Assists participants in finding workplace employment experiences and / or paid employment in hospitality, trades and industrial worksites.
- Develops and maintains a working partnership with potential employers in the Greater Vancouver area
- Maintains effective working relationships with project participants and assists in their development of workforce skills and achievement of goals

**Job Knowledge:**

The work requires the following knowledge, skill and/or abilities:

- Knowledge of the English language with verbal and written skills at a level usually associated with Post-Secondary School completion. A degree in Management, Administration, community development or a teaching program certificate; or an equivalent combination of skill, knowledge, and experience
- Knowledge of the local labor market, resource agencies, education and training institutions that may be accessible to project participants, staff and clients alike.
- Ability to develop, guide, direct and lead a team; Ability to work as a member of that team, or independently, as may be required
- Ability to use tact and good judgment in dealing with sensitive and complex issues
- Ability to maintain confidentiality
- Well versed with Microsoft Office including word, excel, PowerPoint, outlook and maintain an office file system
- Previous experience with First Nations organizations preferred.
- Cultural competency and knowledge of the MIB's cultural traditions
- Knowledge of Musqueam Public Works projects that will offer worksite projects for the participants
- Ability to drive and provide a licensed vehicle for work purposes

**Please apply by emailing a cover letter and resume to Musqueam Indian Band to [jobs@musqueam.bc.ca](mailto:jobs@musqueam.bc.ca)**

**Please write "Job Coach" on the subject line.**

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

**Please apply by June 23, 2017**

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



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**JOB POSTING**

**Data Entry Clerk**

**Education Department**

**Temporary, Seasonal Full-time (35 hours/week)**

**(1 Position)**

**July 4 – August 25, 2017**

*Musqueam Indian Band is looking for a detailed oriented Data Entry Clerk to assist in building the Education Department's Student database.*

The Data Entry Clerk will do data entry from various documents into the computer system and other related clerical duties.

**Duties:**

- Prepare, compile and sort documents for data entry
- Check source documents for accuracy
- Obtain further information for incomplete documents
- Enter data from documents into the database, files or forms
- Print, scan and file documents as needed
- Other clerical duties

**Knowledge, Skills and Abilities:**

- Previous experience and knowledge of an office environment/clerical and administrative procedures
- Good working knowledge of computers, and typing skills
- Accurate keyboard skills, with attention to detail
- Good interpersonal and communication skills
- Administrative and organizational skills
- Must understand and respect the nature of confidential and privileged information
- ***Full-time student this past school year and currently registered to return to school in September 2017 as a full-time student. Student must be under 30 years of age to be funded***

**Working Conditions:**

- Work is performed in an office environment
- Successful Criminal Record Check

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

Please e-mail a cover letter and resume to Musqueam Indian Band, HR at:

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

Please write **"Data Entry Clerk"** on the subject line.

Position will remain open until filled.

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



This  
Sunday!

# musqueam bike co-op

Join the Musqueam Bike Co-op Facebook group to stay in the loop!

Sunday, June 25 | 11:00am - 3:00pm

Outside the Community Centre (north entrance)

## Bike Repair Clinic

Volunteer and learn how to fix bikes!



- >> by-donation bike repairs and used parts
- >> 40% - 60% off new parts
- >> youth earn-a-bike program coming soon!

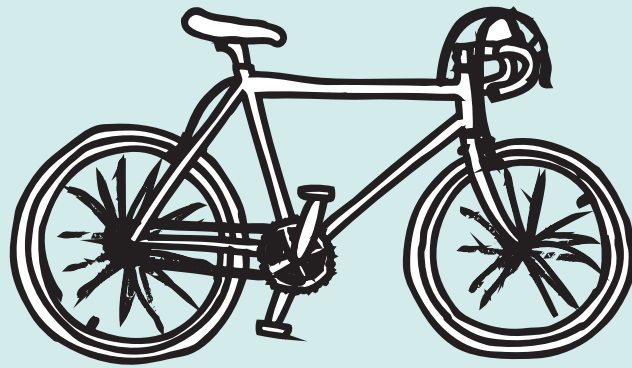
Donate your old bikes and tools!

in  
partnership  
with:



AMS **bike  
co-op**





# musqueam bike co-op

Join the Musqueam Bike Co-op Facebook group to stay in the loop!

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## Get Involved!

The Musqueam Bike Coop is seeking interested community members to help run bike clinics, learn some more bicycle repair skills and participate in planning for the future of the Musqueam Bike Co-op! While participation is on a volunteer basis, the MBC has a budget to pay honorariums to dedicated volunteers as a token of our thanks and gratitude.

Honorariums will range from (\$30 - \$60) per event, which are approximately 2 - 4 hours each. Most of our events happen on Sundays, but we may arrange some training sessions or planning/visioning sessions on other days based on interest.

As there is a limited budget for honorariums, we may not be able to accommodate all individuals if there is a lot of interest, but we will do our best. Honorariums will be paid by cheque at the end of August.

If you are interested in learning more, please send an email to **[communications@bikecoop.ca](mailto:communications@bikecoop.ca)** or call **604-822-2453** and let us know if you are interested in helping **run events**, receiving **bike repair training**, and/or **planning and visioning**. Don't forget to leave your contact information as well! The MBC will follow up with you as soon as possible.

# **musqueam bike co-op**

## **2017 SUMMER SCHEDULE**

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**JUN**

21<sup>st</sup> - Aboriginal Day, 11am - 3pm

25<sup>th</sup> - Bike Repair Clinic, 11am - 3pm

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**JUL**

9<sup>th</sup> - Bike Repair Clinic, 11am - 3pm

23<sup>rd</sup> - Youth Bike Ride, 11am - 3pm

30<sup>th</sup> - Bike Repair Clinic, 11am - 3pm

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**AUG**

13<sup>th</sup> - Bike Repair Clinic, 11am - 3pm

20<sup>th</sup> - Youth Bike Ride, 11am - 3pm

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Find us outside of the Community Centre!

Join the Musqueam Bike Co-op Facebook group  
for updates.

# 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
- By-law 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

- Cage Supervisor
- Drop Count Team Member
- Relief Cage Supervisor (4)
- Cage Cashier

#### Food Beverage

- Shift Manager

#### Table Games

- Incoming Professional Dealer (10)
- June 12<sup>th</sup> Dealer Training Class (20)

#### Finance

- Director of Warehouse Shipping & Receiving
- Director of Internal Audit

#### Surveillance

- Supervisor – Investigations

#### Security

- Security Officer
- Security Supervisor (4)
- Director of Security

### 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

## **Job Opportunity:**

**Company:** General Credit Services Inc.

**Position:** Collection Officer (Part-Time & Full-Time, Plus the company can provide any needed training)

### **Description:**

Collection Officers contact and communicates with individuals in order to establish repayment of outstanding debts.

### **Position Accountabilities:**

- Initiate outbound calls to and handle inbound calls from debtors on behalf of GCSI's Clients
- Negotiate repayment of overdue accounts with debtors to ensure a positive resolution
- Record interaction with debtors and update information on computerized system

### **Qualifications:**

- Relevant work experience desired. Previous collections experience an asset.
  - Call Center experience is an asset
  - Excellent written and oral communication skills.
- Proficient knowledge of English is required
- Able to pass a Criminal Background Check

### **How to apply:**

If you have the qualifications, are results-oriented and interested in joining a successful, growth-oriented Company, please send a copy of your resume to tass.elsdon-smith@generalcsi.com or call 604-688-6097 extension 2345.

\*If you would like the full job posting please contact Diane Herman at 604-269-3461 or email her at [employclerk@musqueam.bc.ca](mailto:employclerk@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.**



# Employment and Training Department News

## Certification Renewal Opportunity:

**Certificate:** Food Safe Level 1, and maybe level 2

**Date:** TBD

Hello all,

Employment and Training department are trying to gather how many candidates would be interested in either renewing their FoodSafe Certificate or attain it.

If you or you know anyone interested in getting this certificate, please send them to Diane Herman in Employment and Training to be put on the list. We need about 10-12 students interested to be able to put up this training. It will be a one day training.



You can email or call Diane Herman at 604-266-3461 or [employclerk@musqueam.bc.ca](mailto:employclerk@musqueam.bc.ca)

## Job Opportunities:

Hi all, Canadian Utility Construction is hiring! Canadian Utility Construction (CUC), a Quanta Services company, provides quality underground construction services to utility companies throughout Western Canada. As a highly recognized company, we specialize in a full range of construction and maintenance services for the Natural Gas Distribution and Transmission industry. We are proud to be a leader in health and safety, and are committed to the safety of our employees, partners and community.

### **The positions available:**

- Concrete/Asphalt Cutter
- Equipment Operator
- Foreman
- Horizontal Directional Drill Operator
- Fleet Clerk
- Gasfitter "B" Ticket
- Hydrovac Operator
- Large Equipment Operator
- Operations Admin Support
- Project Controller
- Project Coordinator
- Project Coordinator
- Skid Steer Operator
- Skilled Laborer
- Traffic Control Person
- Warehouse Associate (Skilled Laborer)

If you are interested in applying for any of the above positions please call us at (604)269-3461 or come down and visit us in Employment & Training.

You can even email Diane Herman at [employclerk@musqueam.bc.ca](mailto:employclerk@musqueam.bc.ca) and she can send you the posting as well how to apply.

# MUSQUEAM HEALTH NEWSLETTER

June 23, 2017

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## NNADAP PROGRAM

*Cyndi Bell – D&A Intake Worker*

Please note, I will be off on medical leave beginning June 5th. In my absence, please contact the Musqueam Health Department. For assistance with addictions services call Pacific Spirit Community Health Centre central intake at 604-263-7377. Address: 2110 West 43rd Ave, Vancouver, BC V6M 2E1

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

### PROVINCIAL SERVICES AVAILABLE

#### **BC211 The Alcohol & Drug Information and Referral Service**

Lower Mainland: 604-660-9382, BC: 1-800-663-1441

Worried about drug and alcohol use? Whether it's for yourself or someone you care about, you can call us for information, options and support. We can refer you to a full range of counselling and treatment services across BC. Services on the Alcohol and Drug Line are confidential, multilingual, free, and available 24/7.

**VictimLink BC – 1-800-563-0808** VictimLink BC is a toll-free, confidential, telephone service available across BC 24 hours a day, 7 days a week at 1-800-563-0808. It provides information and referral services to all victims of crime and immediate crisis support to victims of family and sexual violence. [www.victimlinkbc.ca](http://www.victimlinkbc.ca)

#### **Problem Gambling Help Line – 1-888-795-6111**

The Province's Responsible Gambling Strategy exists to help reduce or prevent the harmful impacts of excessive or uncontrolled gambling. The mandate of the Strategy includes providing free support and treatment services and promoting responsible gambling practices through education and policy development. [www.bcresponsiblegambling.ca](http://www.bcresponsiblegambling.ca)

#### **Youth Against Violence Line – 1-800-680-4264**

The Youth Against Violence Line is a safe, confidential and anonymous way for young people across BC to report crime or violent incidents, or to talk through any type of problem with a supportive person. [www.youthagainstviolenceline.com](http://www.youthagainstviolenceline.com)

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## SAFE DRINKING WATER MONITORING PROGRAM

*Charlene Campbell-Wood*

Water quality monitoring takes place throughout the system for a number of reasons. Use of accredited laboratories better ensures sampling test results are accurate.

Source water monitoring provides useful information on the water supply when selecting a source for drinking water. Data collected also influences the design of the treatment solution as it helps determine what type of treatment is needed. Once treatment is in place, on-going monitoring at the intake allows plant operators to modify treatment if water quality fluctuates. Monitoring in other parts of the treatment plant ensures treatment is working properly and that water leaving the plant is safe for human consumption. Compliance monitoring in the distribution system ensures any problems that arise can be dealt with as quickly and efficiently as possible, thus ensuring that water reaching consumers is clean, safe and reliable.

This excerpt was taken from [www.hc-sg.ca](http://www.hc-sg.ca)

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# MUSQUEAM HEALTH NEWSLETTER

June 23, 2017

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## COMMUNITY HEALTH PROGRAM

Natalie Frandsen, RN,  
Lyn Thomas, Assistant

### Are you pregnant or have you recently had a baby?

The Musqueam Health Department offers some valuable incentives to pre-natal and post-natal Mothers who live on reserve:

- From the onset of pregnancy until 3 months postpartum we offer weekly \$25.00 Save on foods Gift cards.
- Nursing pads, one box per week as needed
- A one-time gift of an Electric Breast pump. One per family
- Welcome gift for your new baby

Community Health Nurse, Natalie Frandsen can register you for the “Healthy pregnancy, Healthy Babies” Program. If you are pregnant you may sign up by calling Natalie Frandsen, CHN at 604-269-3313 or Lyn Thomas at 604-269-3354.

### Pre- and Post-Natal Group: Tuesdays noon-2 PM, Youth Centre

Please join us Tuesdays at 12 noon in the Youth Centre for an informal drop-in group (partners welcome!). Lunch is provided. \*For information on how to register your baby for **First Nations Health benefits coverage** please call Ashlee or Candice in the health department.

### Harm Reduction: Take Home Naloxone

Naloxone is a medication that reverses the effects of an overdose from opioids (e.g. heroin, methadone, fentanyl, morphine). BC has developed a **Take Home Naloxone (THN) Program** to help save lives. Take Home Naloxone Kits are available for all community members. Training will be provided when you pick up a kit. Kits can be picked up from these staff members:

Community Health Nurse (Natalie Frandsen): 604-269-3313

Home Care Nurse (Romeo Cosio): 604-269-3463

Nurse Practitioner (Sarah Mahon): 604-266-0043

Family Doctor (Mike Dumont): 604-266-0043

*“Be kind whenever possible. It is always possible.” The Dalai Lama*

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## CHRONIC DISEASE MANAGEMENT PROGRAM

Assistance with health information about Diabetes, high blood pressure, etc., and how to help manage these.

Do you want to exercise but don't know what's best for you? I am available to assist all ages and levels of fitness for all community members, call me or drop by my office.

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

Merv Kelly, Chronic Disease Management Facilitator

604-263-3261 – Extension 3455 / email: merv@musqueam.bc.ca

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# MUSQUEAM HEALTH NEWSLETTER

June 23, 2017

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## HOME AND COMMUNITY CARE

*Home Care Nurse: Romeo Cosio, RN.*

*Lyn Thomas, Nurse Assistant*

Home Care Program is available to our community members to assist with hospital discharges, home care aide, and all medical equipment. Home care services & medical equipment require a note from your doctor 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 Lyn Thomas.

**Home Care Phone: 604-263-6539**

Romeo's Office Hours: Mon. Wed. Thurs. Friday 8:30-5:30 (Tues-Off)

Evelyn's Schedule: Monday-Friday 8:30-4:30 PH: 604-269-3354

\*For Emergencies Call 911 first\*

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## **Musqueam Indian Band in cooperation with Seniors First BC**

**(FORMALLY KNOWN AS THE BC CENTRE FOR ELDER ADVOCACY & SUPPORT)**

Cordially invites you

To a Workshop on Promoting Elder Safety to Reduce Abuse & Neglect

On June 29, 2017

Thursday at 12:00-2:00pm

At the Musqueam Elders Centre 4010 Si-Lu Drive, Vancouver, BC

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## **MUSQUEAM ELDER'S PROGRAM**

*Brenda Campbell*

Musqueam Ladies Group: Tuesday evenings 6:00-9:00pm

Crochet Group: Wednesday evenings 6:00-9:00pm

Location: Musqueam Elders Centre Ph: 604-263-6312

# MUSQUEAM HEALTH NEWSLETTER

June 23, 2017



x<sup>w</sup>mə θ k<sup>w</sup>əy' əm

## MUSQUEAM PRIMARY CARE CLINIC

10:00am – 3:00pm Monday to Thursday

\*\*\*Clinic Closures Monday June 28th\*\*\*

**(closed 12:00 – 1:00pm for lunch)**

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 – Monday to Friday 10:00am – 3:00pm

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

**(closed 12:00 – 1:00pm for lunch)**

**Musqueam Elders Centre, 4010 Si Lu Drive, Vancouver BC V6N 4K7**



We have more Naloxone kits now and if someone would like a kit to please contact 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.



## **Walking a Healthy Path Youth Session**

Join us for an evening of sharing and inspiration. We will hear from young Musqueam people who have decided to live a sober life. We will hear about what led them to this decision, how their lives have been impacted and much more.

**When: Tuesday June 27th, 2017**

**Time: 5:30—7:30 pm**

**Where: Musqueam Youth Centre**

**For: Ages 12 & Up. Parents welcome**

**We will have a pizza dinner and door prizes!**

If you have any questions feel free to contact Abigail Speck, Youth Centre  
youthcentre@musqueam.bc.ca or Courtenay Gibson, Recreation Coordinator  
cgibson@musqueam.bc.ca 604-263-3261



# Downtown Walk About

Steve the cop will take a group of high school students around the downtown east side with accompanying officers to talk about life choices and addiction awareness.

**When: Wendsday June 28th, 2017**

**Time: 6:30 pm meet at the gym**

**For: Ages 13 & UP**

**Parents welcome**

If you have any questions feel free to contact Abigail Speck, Youth Centre [youthcentre@musqueam.bc.ca](mailto:youthcentre@musqueam.bc.ca) or Courtenay Gibson, Recreation Coordinator 604-263-3261





## CALLING ALL ARTISTS!

WE ARE LOOKING FOR A COMMUNITY MEMBER TO DESIGN A LOGO.

We are looking for a new visual identity and need your help! We are seeking a community member who can design a creative, innovative, and professional logo for the **Environmental Stewardship Department**.

The logo should be recognizable and help promote our Department's vision:

*"We, the Musqueam, will work together to take care of our territory so the following generations will know how to be self-reliant. We will remember our own history and as well, use our traditional teachings to take care of everyone and everything on this earth".*

*ɕhi:yayəstəl'ct tə lɪniməl xʷməθkʷəy̓əm kʷ s xaʔləmət ct tə sʔa:nɫ təməxʷ. stəʔe ʔə tθeʔ wə təqəlləxʷəs ʔal'kʷθə mɪs yəʔeyəqtalxʷ wə scəkʷəlaməxəs kʷθə nəxʷskʷəyχθət. nəʔeməstəxʷ ct ceʔ kʷθə sʔa:nɫ syəθ ʔiʔ ʕəw haʔkʷəx tə snəwəyət kʷ s xaʔləmət ct kʷθə məkʷ wet ʔiʔ kʷθə məkʷ stem.*

Winners will be selected by the Musqueam Indian Band Staff.  
Winner is announced on Intergovernmental Affairs (IGA)  
**Open House July 19, 2017.**

Contest winner will  
receive a \$200 Visa  
Gift Card

You Can Submit Up to  
3 Designs Per Person

Please Submit Your  
Design To The  
Environmental  
Stewardship  
Department

### Contact Information

**Yeganeh Asadian, M.Sc., P.A.**  
Environmental Stewardship Coordinator  
Yasadian@musqueam.bc.ca

**Jonathan Point**  
Environmental Stewardship Intern  
Jon@musqueam.bc.ca

Office: 604.263.3261







OPENING FALL 2017

# JOB FAIRS

1000+ CAREER OPPORTUNITIES

  
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## RECRUITING FOR ALL POSITIONS

### CASINO

- CAGE CASHIERS
- DEALERS
- DEALER SUPERVISORS
- GUEST SERVICES
- SECURITY OFFICERS
- SURVEILLANCE
- VIP SERVICES

### FOOD & BEVERAGE

- COOKS
- DISHWASHERS
- CHEFS/SOUS CHEFS
- PASTRY CHEFS / COOKS
- SERVERS/COCKTAIL SERVERS
- BUSSERS/FOOD RUNNERS

- HOSTS
- BARTENDERS/BARBACKS
- RESTAURANT & BAR MANAGERS

### HOTEL

- GUEST SERVICES AGENTS
- SWITCHBOARD OPERATORS
- BELLMEN & DOORMEN
- CONCIERGES
- BANQUET SERVERS
- COOKS
- DISHWASHERS
- ROOM ATTENDANTS
- SHIFT ENGINEERS
- SPA ASSOCIATES



**BC PLACE/GATE H**

**JUNE 21**  
11:00AM – 4:00PM

**JULY 15**  
11:00AM – 4:00PM

**JULY 17**  
12:00PM – 5:00PM

**AUGUST 2**  
1:00PM – 6:00PM

[PARQVANCOUVER.COM/WORK](http://PARQVANCOUVER.COM/WORK)

# Attention Musqueam Community Members!

Do you need any of the following services done at your home? :

- Pressure washing: sidings, patios, driveways, etc.
- Yard work: grass cutting, weed eating, gardening, etc.
- Gutter clearing

If you require any information or would like to receive a quote for your property; feel free to call or text **Robert Nahanee** at **(604) 720-1452** or **Angela Point** at **(778) 919-7349**